Eagle Rock Academic Honesty Policy

The International Baccalaureate World Schools believe that academic honesty is an important concept that all students must uphold. The Academic Honesty Guide (IBO Diploma Program 2007) states the following:

*An authentic piece of work is one that is based on the candidate’s individual and original ideas with the ideas and work of others fully acknowledged. Therefore all assignments, written or oral, completed by a candidate for assessment must wholly and authentically use that candidate’s own language and expression. Where sources are used or referred to, whether in the form of direct quotation or paraphrase, such sources must be fully and appropriately acknowledged. (Article 1.4)*

At Eagle Rock Jr/Sr High School, one of our expected learning results for all students is to “demonstrate ethical, principled behavior and civic responsibility both on a local and global level”. Honesty goes beyond academics; it permeates every other aspect of life. You cannot have one set of ethics for school life and another set for your personal life. At Eagle Rock Jr-Sr High School, we created an academic honesty policy to clearly articulate our expectations for all students.

Parts of this document itself are a modification of several policies currently used in schools around the world. At this time, we are unable to identify the exact sources concerned.

Olympic Education Model School

Beijing City International School

Campbell Collegiate

Frank C. Martin International K-8 CenterGrades 7 & 8

An academically honest student exhibits the following traits:

* Does his or her own work.
* Recognizes help from parents, older students and friends
* Cites information taken from any resource (e.g. Books, magazine, Internet, etc.)
* Follows all test/exam rules
* Understands what constitutes cheating
* Utilizes a bibliography
* Ask beforehand what kind of external help is permissible.

Does not:

* Use notes during a test unless allowed by a teacher
* Copy from another student during a test
* Copy from the homework of another student
* Hand in work as his/her own that has been copied.
* Do homework for another student
* Give another student his/her own work to copy.

To develop lifelong learners, the Eagle Rock Faculty agrees to work with students to:

* Use the Library and Internet.
* Basic note-taking skills.
* Simple paraphrasing and adaptation of source material.
* Ways to acknowledge informally in writing and speech.
* Relevant use of direct quotations and citations.
* Simple ways to acknowledge information derived from electronic sources.
* Write a bibliography.
* What constitutes cheating.

Consequences of Plagiarism

A student in the MYP or Diploma Program at Eagle Rock Jr/Sr High School may be subject to one or all of the following consequences:

1. No credit or a “zero” will be awarded for the assignment or test in question.
2. Parent notification of cheating.
3. Meeting with the student and parent to discuss school expectations.
4. Further occurrences of cheating/plagiarism may result in:
5. No IB diploma will be awarded to the candidate. A certificate may be awarded for other subject(s) in which no cheating has occurred.

**Levels of Violations**:

Level 1 Violations (dealt with by the teacher)

Copying homework

Looking on another’s test or quiz

Letting another student look on a test or quiz

Using a method to transmit or receive answers on a test or quiz

Taking information from another source that is not properly acknowledged.

Working with others on an assignment that was to be done individually.

Level 2 Violations (dealt with by IB Coordinator)

Taking papers from the Internet, other publications, or other students

Taking any part of a test to use or give to others

Submitting a computer program that was developed by another.

Level 3 Violations (dealt with by school administration)

Stealing examinations

Altering grades on a computer databaseGrades 9-12

An academically honest student exhibits the following traits:

* Keep and maintain accurate, personal course notes
* Recognizes help from others
* Acknowledges the source with direct quotations or proper citation
* Cites information taken from any resource (e.g. Books, magazine, Internet, etc.)
* Follows all test/exam rules
* Understands what constitutes cheating
* Utilizes a bibliography
* Asks beforehand what kind of external help is permissible.

Does not:

* Copy another student’s work to claim as his or her own work.
* Do work for another student.
* Uses notes on tests unless permissible and consistent with teacher/School/District/
* State guidelines.

To develop lifelong learners, the Eagle Rock Faculty agrees to:

* Work with students to develop shared understandings about cheating, plagiarism, and other instances of academic dishonesty
* Assist students in the proper use of the library and Internet
* Skills of paraphrasing.
* Techniques for acknowledging paraphrasing and the use of in-text citations.
* Considering bias in reference materials.
* Evaluation of sources, text and internet sites.
* Techniques for using translated material.
* Formal skills for acknowledging source material.

Consequences of Plagiarism:

A student in the MYP or Diploma Program at Eagle Rock Jr/Sr High School may be subject to one or all of the following consequences:

1. No credit or a “zero” will be awarded for the assignment or test in question.
2. Parent notification of cheating.
3. Meeting with the student and parent to discuss school expectations.
4. Further occurrences of cheating/plagiarism may result in:
5. No IB diploma will be awarded to the candidate. A certificate may be awarded for other subject(s) in which no cheating has occurred.

Please read the following statements, and write your name, signature, and date in the spaces provided.

Student to sign and date:
I certify that ALL of the following are true:

1. I have read and understand the definition and consequences of plagiarism as presented in this document.
2. If I am unsure about whether something constitutes plagiarism, I will consult my teacher BEFORE I submit an assignment.
3. I promise to submit only authentic, original work that is my own, and to acknowledge fully all sources used or referred to in my work.
4. As a student in the IB Program at Eagle Rock Jr/Sr High School, I will act in a responsible and ethical manner.

Student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (please print)

Student Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent /Guardian to sign and date:

I certify that ALL of the following are true:

1. I have read and understand the definition and consequences of plagiarism as presented in this document.

Parent/Guardian Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (please print)

Parent/Guardian Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

For MYP students: Turn this signed form in to your Study Tech Teacher.

For DP students: This form must be turned in to the DP Coord to be maintained on file.