



Urquhart Park Primary School

ACADEMIC HONESTY POLICY

Rationale:

Academic honesty is a set of principles and skills that develop and enhance a learner's personal integrity. Students are responsible for the use of their ideas and the words of others.

Academic honesty encourages all members of the school community to conduct academic work in a principled manner without displaying or showing any form of dishonesty, any unprincipled behaviour, such as seeking assistance from another person or using any source of information without appropriate acknowledgement.

Aims:-

The policy aims to support students and teachers in practising and promoting academic honesty by demonstrating adherence to the school's PYP Attitudes with an emphasis on the values of 'respect, cooperation, fairness, honesty' and the attributes of the PYP 'Learner Profiles'. By promoting the qualities of an IB learner, Urquhart Park Primary School seeks to foster academic honesty and integrity by encouraging students to be:

- Inquirers- acquire the skills necessary to conduct research and inquiry
- Knowledgeable- explore ideas, concepts, perspectives and issues
- Principled- act with integrity and honesty and take responsibility for their own actions
- Open-minded- are accustomed to seeking and evaluating a range of points of view
- Courageous- approach challenges and explore them independently

Implementation:

The School

The school's responsibilities in respect to academic honesty include the following:

- Ensuring that students adhere to the basic principles of academic honesty.
- Ensuring that parents and learners understand what 'the learner profile value of academic honesty' means.
- Providing clear expectations and consequences on what will happen if the submitted assessments or tasks are not the learner's own work.
- Ensure that incidents of dishonesty are dealt with in accordance to the procedures and consequences along with the assessment practices of the IB.

The teachers

Teachers' responsibilities in respect to academic honesty include the following:-

- Emphasising the concept of academic honesty within all of the teaching, learning and assessment practices.

- Teaching students how to cite references, create bibliographies, paraphrase, take notes and write content from their own perspective rather than paste content from sources such as websites and other materials. **(Year level 3-6)**
- Providing specific guidelines, task clarification and encourage students to develop their own ideas through problem solving, analysis and reflection.
- Designing assessment criteria that value and reward the work required, rather than only the result.
- Defining misconduct then teaching, 'what it is?' and 'what does it look like?'.
- Unpacking the terminology such as plagiarism, collusion and duplication. **(Year level 3-6)**
- Acting as good role models and showing academic honesty in their own work.
- Supporting students in developing the skills and attitudes required for completing tasks in an academically honest manner.
- Dealing with incidents of academic dishonesty in an appropriate manner.

The students

Students have the following responsibilities in respect to academic honesty:

- Ensuring that all work submitted is authentically their own.
- Ensuring that there is an understanding of when to work independently or collaboratively.
- Fully and correctly acknowledging the work and ideas of others.
- Citing/referencing the work of others that has been used to complete any form of assessment or task. **(Year levels 3-6)**
- If academic dishonesty is suspected, it is the student's responsibility to prove that all pieces of work are their own, and have not been plagiarised.
- Respecting copyrighted text and images and not using these without seeking the correct permission.
- Knowing what defines misconduct including plagiarism, collusion and duplication. **(Year levels 3-6)**
- A list of references or a bibliography is included to indicate the source and/or the author. **(Year levels 3-6)**
- Demonstrating independence and responsibility for learning.
- Using information technology and library resources responsibly.
- Understanding that copying is a form of cheating.

The parents

The parents' responsibilities in respect to academic honesty include the following:

- Ensuring the work that is submitted is their child's own work.
- Developing an understanding of academic honesty.
- Assisting their children with accessing resources for personal inquiries including people, places, media and information.
- Speaking to their children about the importance of academic honesty.

Definition of Academic Misconduct

Academic misconduct is a behaviour that may result in the student gaining an unfair advantage in one or more assessment components.

Academic misconduct includes:

- **Plagiarism-** The representation of the ideas, words or work of another person without proper, clear and explicit acknowledgment.
- **Collusion-** Supporting academic misconduct by another student, such as allowing one's work to be copied or submitted for assessment by another student.
- **Duplication of work-** This includes the presentation or submission of the same work for any assessment component; any behaviour that gives an unfair advantage to a student or that affects the results of another student.

Procedures & Consequences for Academic Misconduct

When academic misconduct occurs, it is the teacher's responsibility to discuss consequences with the student. Some of these consequences may include:

- Revisit the academic honesty policy.
- Work should be resubmitted and show no elements of plagiarism and must be his or her own work.
- Discussions with parents.

Evaluation:

This policy was last updated in 2018 and is scheduled for review in 2021.

