



# Loomis Basin Charter School IB World School Academic Honesty Policy

## Philosophy

According to IB, academic honesty must be seen as a set of values and skills that promote personal integrity and good practice in teaching, learning and assessment. It is influenced and shaped by a variety of factors including peer pressure, culture, parental expectations, role modeling and taught skills (IBO, *Academic Honesty*, 2009). Students at Loomis Basin Charter School (LBCS) are expected to strive to develop the attributes of The IB Learner Profile that are embedded throughout the curriculum and in the school's daily life. Therefore, the IB Learner Profile is the cornerstone to the school's Academic Honesty Policy. In developing LBCS's academic honesty policy we encourage our students to be:

- ❖ Inquirers – who acquire the skills necessary to conduct inquiry and research
- ❖ Knowledgeable – who explore concepts, ideas and issues
- ❖ Principled – who act with integrity and honesty, take responsibility for their own actions
- ❖ Open-minded – who are accustomed to seeking and evaluating a range of points of view
- ❖ Risk takers – who are courageous and articulate in defending their beliefs

These qualities, when applied to learning and student work, will establish skills and behavior which support good practices to be found in the classroom, used for homework and continued to examination level. These practices are expected to be introduced, modeled, and used throughout the school.

## Forms and Definitions of Academic Dishonesty

**Cheating** is defined as using unauthorized answers or sources to receive credit for schoolwork. Some examples are looking at someone else's paper, copying from your notebook when you are supposed to use only your memory (e.g., on quizzes and tests), or copying someone else's homework because you did not complete yours.

**Plagiarism** is defined as a form of cheating when you present another person's words or ideas as your own without giving the originator credit for the information. Some common examples of plagiarism are copying information from a book without using quotation marks and without including a bibliography at the end of the assignment listing the sources used. All information in academic assignments that is not common knowledge must be cited and documented.

## General Guidelines

At LBCS, we place a high value on honesty and this extends to work submitted for assessment. Teachers are expected to work with students from the beginning of their participation in the program, to develop shared understandings about cheating, plagiarism, and other instances of academic dishonesty. Our expectations are set out below. All members of the community need to be aware that the school treats academic dishonesty as a very serious matter.

## **The academically honest student:**

### **DOES**

- ❖ His/her own work
- ❖ Acknowledge help from teachers, parents, other students and friends
- ❖ Acknowledge the source of direct quotations
- ❖ Acknowledge information taken from books, articles, magazines, and the Internet
- ❖ Acknowledge reference materials in a bibliography
- ❖ Know what constitutes cheating and abides by the rules
- ❖ Bring the effort of others who cheat to the attention of school officials
- ❖ Follow all exam rules

### **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 or plagiarized
- ❖ Do homework for another student
- ❖ Give another student his/her own work to copy (unless allowed by the teacher)
- ❖ Communicate with other students during a test

### **In a cohesive and comprehensive way, students will receive instruction in:**

- ❖ Use of the Library and Internet
- ❖ Basic note taking skills
- ❖ Simple paraphrasing and adaptation of source material
- ❖ Ways to acknowledge sources informally in writing and speech
- ❖ Relevant use of direct quotations and citations (MLA format)
- ❖ Simple ways to acknowledge information derived from electronic sources
- ❖ Writing a bibliography (easybib.com)
- ❖ What constitutes cheating?

### **Consequences of Academic Dishonesty**

Students will receive a “zero” or “no credit” for an assignment attempted or completed through cheating. At the discretion of the teacher, the student may be required to complete the assignment (or an equivalent) for **reduced credit or no credit**. Depending on the student’s history of misconduct, its intent, or its severity, other action may be taken, including detention or suspension.

***Adopted by consensus of the faculty on:***



## **Loomis Basin Charter School IB World School Academic Honesty Staff Essential Agreements**

According to IB, academic honesty must be seen as a set of values and skills that promote personal integrity and good practice in teaching, learning and assessment. It is influenced and shaped by a variety of factors including peer pressure, culture, parental expectations, role modeling and taught skills (IBO, *Academic Honesty*, 2009). Students at LBCS are expected to strive to develop the attributes of The IB Learner Profile that are embedded throughout the curriculum and in the school's daily life. Therefore, the IB Learner Profile is the cornerstone to the school's Academic Honesty Policy. In developing LBCS's academic honesty policy we encourage our students to be:

- ❖ Inquirers –who acquire the skills necessary to conduct inquiry and research
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- ❖ Open-minded –who are accustomed to seeking and evaluating a range of points of view
- ❖ Risk takers –who are courageous and articulate in defending their beliefs

### **The faculty shall agree that the academically honest student:**

#### **DOES**

- ❖ His/her own work
- ❖ Acknowledge help from parents, older students and friends
- ❖ Acknowledge the source of direct quotations
- ❖ Acknowledge information taken from books, CD-ROMs and the Internet
- ❖ Acknowledges reference materials in a bibliography
- ❖ Knows what constitutes cheating and abides by the rules
- ❖ Bring the effort of others who cheat to the attention of school officials
- ❖ Follow all exam rules.

#### **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.
- ❖ Communicate with other students during a test

### **Furthermore, the 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
- ❖ Award "zero" or "No credit" for an assignment attempted or completed through cheating