

Lake Forest Hills Academic Honesty Policy

At Lake Forest Hills Elementary we believe academic honesty is an integral part of the learning process. Academic dishonesty is unacceptable as it ultimately leads to a teacher being misinformed on how to best help students learn. It is also unacceptable on a larger scale because it is dishonest and subtracts from the student's personal integrity. We promote the attributes of the IB Learner Profile and encourage our students to be principled at all times. If a student is ever concerned about an action, it is best to seek guidance from a teacher or mentor. Academic dishonesty includes, but is not limited to, plagiarism, cheating, copying a friend's work, cutting and pasting blocks of text without proper documentation of sources, etc. Violating the Academic Honesty Policy will result in a parent conference being held.

Definitions & Examples of Academic Honesty and Misconduct:

- Academic Honesty: Respecting the work and ideas of others, when one makes use of or reference to others' ideas, appropriate credit is given.
- Collaboration: working together by permission of your instructor to accomplish a task (team or group work is an example) especially in an intellectual capacity. Collaboration needs express permission (if it is homework, a quiz, a test, or paper always check the instructions or ask before you work together).
- Authentic authorship: work that has not been previously submitted
- Intellectual property: original thoughts and creations of the mind, such as songs, inventions, designs, manuscripts, logos, etc.

Examples of academic dishonesty or misconduct could be considered as...

- Plagiarism: copying someone else's work without properly given credit to the source - intentionally or unintentionally (ex: excluding a reference page, copying and pasting information from another source, misuse of quotation marks, etc.)
- Collusion: helping someone else cheat by sharing already completed work
- Copying: duplication of someone else's work and taken as one's own
- Any other behavior that gives another student an unfair advantage (ex: cheating by bringing unauthorized materials to a testing environment, sharing questions or answers with others from an exam, quiz, etc., talking with other students during a test or quiz)

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Adapted from Academic Honesty Policies from:
Richmond County Technical Career Magnet School, Augusta, GA.
John H. Kinzie Elementary, Chicago, IL.