



## IB MYP Honesty Policy Langford Middle School



### Philosophy

At Langford Middle School, all courses provide our student community access to a variety of vocabulary that is designed to mold them into:

- critical thinkers
- college ready citizens
- career ready citizens
- model citizens
- lifelong learners
- students who are empathetic

Langford Middle School is a place where learning and knowledge are based on the inquiry cycle of action, reflection, and understanding, and the core values of respect, excellence, accountability, consideration, and honesty. We expect our students to internalize the importance of academic honesty, take responsibility for their actions and learning, and strive for continuous improvement of themselves and our community. We understand that part of our collective duty is to prepare our students for the rigors, principles, and expectations of universities and employers. We further understand that the internalization of the principles of academic honesty is a process and that students will make mistakes as they learn.

Students in the Middle Years Programme (MYP) at Langford Middle School are expected to internalize and maintain the highest standards of academic integrity. The Middle Years Programme is designed to provide a quality education as well as promote integrity, respect, and perseverance, all of which are essential to becoming principled, lifelong learners and productive members of the community. With this goal in mind, Langford Middle School has adopted the honesty policy that is employed at The Academy of Richmond County. The Academy of Richmond County is the feeder school for Langford Middle School.

### Purpose of the Academic Honesty policy document

The Academic Honesty policy has been created to outline the expectations associated with the processes of generating and submitting accurately referenced, authentic academic work. The document will provide an understanding of academic malpractice, explain how to avoid academic malpractice, and outline the consequences and sanctions associated with academic malpractice.

## Academic Honesty Definitions

**Academic Malpractice-** Performing, attempting to perform, or aiding any other persons in performing acts that misrepresent actual academic accomplishment. This includes (but is not limited to) plagiarism, cheating, lying, fabricating, or stealing.

**Academic Conspiracy or Collusion-** Supporting the misconduct committed by another student or assisting another in academic dishonesty.

**Cheating-** The use or attempted use of unauthorized assistance during the preparation for or execution of academic work including formative and summative assessments.

**Dovetailing-** This is deception in which a student submits work he or she has previously submitted to fulfill another assignment without clear permission from the teacher and/or without citing the previously submitted work.

**Fabrication-** Falsifying any information for academic purposes. This information is not solely for assessment purposes; this includes falsifying documentation in order to postpone assessments or to request an extension for assignments.

**Malpractice-** All behaviors resulting in a student gaining unjust advantages in academic work.

**Plagiarism-** The representation of another's work, ideas, thoughts, and concepts as one's own.

**Resolution Meeting-** This meeting is an opportunity for the teacher and student to discuss the allegation(s) and determine if a violation occurred and if so what sanction is appropriate.

## School Responsibilities

- Ensure all students receive training on academic integrity.
- Ensure fair and accurate investigations of suspected violations of the Academic Honesty policy.
- Provide all teachers with sufficient training to assist in upholding the Academic Honesty policy.
- Provide parents and students with information on the Academic Honesty policy during Open House, Title I Parent Meetings, School Council Meetings, and MYP Nights
- Ensure the Academic Honesty policy is communicated to and available to all stakeholders.

## Teacher Responsibilities

- Follow school protocols and guidelines to ensure all students receive a foundation in proper research practices.
- Ensure all students receive training on academic integrity.

- Be well-versed in the proper guidelines for research documentation (Modern Language Association, American Psychological Association).

## Student Responsibilities

- Learn, understand, and adhere to the Academic Honesty policy.
- Certify all submitted assignments, projects, examinations, and laboratories are genuine and citations are provided when using the thoughts, concepts, ideas, and work of another.
- Learn and understand proper citing or acknowledging another's thoughts, concepts, ideas, and work.
  - MLA for English, Mathematics, Individuals and Societies, Arts, and Language Acquisition
  - APA for Sciences, Health and Physical Education, and Design
- Report all known academic dishonest activities.
- Understand the consequences of academic dishonesty.
- Read and sign the Academic Honesty policy.

## Parent Responsibilities

- Review, understand, and support the Academic Honesty policy.
- Encourage students to participate in academic honesty.
- Encourage students to show respect to teachers, staff, and peers.
- Understand the consequences of academic dishonesty.
- Read and sign all formal notifications regarding academic dishonesty.
- Read and sign the Academic Honesty policy.
- Attend any meetings or conferences concerning academic dishonesty.

## Incidents of Academic Malpractice

**Academic Dishonesty; unauthorized assistance to or by another person on classroom assignments or projects**

Disposition:

- The student will receive a reduction in credit, or no credit, for any test, project or other school assignment for which the student was found to have cheated or plagiarized. The amount of credit received by the student in this situation will be determined by the teacher, with approval from the principal.
- Additionally, at the discretion of the principal, and upon notification of the parent(s), the following consequences may be added to the disposition regarding any student found to have cheated or plagiarized a test, project or other school assignment: Detention, or In-School Suspension.

- This disposition may also include requiring the student to properly complete the previous assignment where there was cheating/plagiarism.

### **Academic Dishonesty; plagiarism or cheating on classroom assignments or projects**

#### Disposition:

- The student will receive a reduction in credit, or no credit, for any test, project or other school assignment for which the student was found to have cheated or plagiarized. The amount of credit received by the student in this situation will be determined by the teacher, with approval from the principal.
- Additionally, at the discretion of the principal, and upon notification of the parent(s), the following consequences may be added to the disposition regarding any student found to have cheated or plagiarized a test, project or other school assignment: Detention, or In-School Suspension.
- This disposition may also include requiring the student to properly complete the previous assignment where there was cheating/plagiarism.

### **Academic Dishonesty; plagiarism or cheating on major exams or statewide/national assessments**

#### Disposition:

- The student will receive a reduction in credit, or no credit, for any test, project or other school assignment for which the student was found to have cheated or plagiarized. The amount of credit received by the student in this situation will be determined by the teacher, with approval from the principal.
- Additionally, at the discretion of the principal, and upon notification of the parent(s), the following consequences may be added to the disposition regarding any student found to have cheated or plagiarized a test, project or other school assignment: Detention, or In-School Suspension.
- This disposition may also include requiring the student to properly complete the previous assignment where there was cheating/plagiarism.
- State or national assessments are subject to follow state and national assessment protocols for academic dishonesty. Additional consequences will follow state and national assessment guidelines and recommendations.

## **On-going Review**

The IB Committee, Langford's administration, leadership team, faculty, staff, and community stakeholders' team will revise and review the Academic Honesty policy annually.

## **Acknowledgments**

Guinn, S. (2016, February). Academic Honesty Policy. Retrieved from [https://www.rcboe.org/cms/lib/GA01903614/Centricity/Domain/2141/Academic Honesty Policy - MTBA 2015 v2.pdf](https://www.rcboe.org/cms/lib/GA01903614/Centricity/Domain/2141/Academic_Honesty_Policy_-_MTBA_2015_v2.pdf)