

Firestone's Academic Honesty Policy 2018

As a Firestone Community Learning Center student in the International Baccalaureate Diploma Program, you are expected to maintain the highest standards of academic integrity.

According the IB Learner Profile, "IB learners strive to be... Principled---They act with integrity and honesty, with a strong sense of fairness, justice, and respect for the dignity of the individual, groups and communities. They take responsibility for their own actions and the consequences that accompany them. " *Please refer to last page.*

Philosophy

It is our belief that students must be held to standards which permit for honest, accurate assessment of their learning. This requires an acknowledgement that each student has completed his or her own work and in submitting work recognizes the need for verifiable ownership, not withstanding proper acknowledgement where warranted and properly cited. This precludes any student from attempting to gain an unfair advantage by any means including: collusion with others, submitting work which was produced with outside or electronic consultation, requesting help from others and failing to acknowledge sources.

In order to maintain the integrity of the International Baccalaureate Diploma program and the work which students complete in this rigorous program, the faculty wishes to offer the following points for consideration:

- With the availability of electronic information there is an enormous capacity for students to acquire information that does not represent their intellectual property but rather that of others and for them to submit the work as their own either intentionally or inadvertently.
- Dishonesty deprives the student of learning and being measured accurately on his/her learning.

- Dishonesty results in students achieving an unfair advantage over those students who do not cheat and unfairly raises the marks of those students who engage in acts of dishonesty.
- Dishonesty distorts the perception of student mastery in the eyes of the teacher, parent, colleges and universities and others who rely on accurate assessments of student performance.
- Dishonesty when revealed destroys trust between instructors and students and other students.
- Dishonesty is unethical.

Guidelines

Students are expected to do their own work, unless authorized by the instructor to receive help from peers, parents or others. They are to diligently avoid claiming the work, words, data or ideas of others as their own and to refuse to assist peers in cheating. Students are encouraged to bring cases of cheating to the attention of instructors or other school officials.

Teachers are responsible for carefully instructing students on the specifics of plagiarism and the difference between authorized collaboration and dishonest collusion.

We will employ anti-plagiarism mechanisms including the use of **turnitin.com** in an effort to eradicate plagiarism.

Examples

1. Receiving help from notes or other students during a test, quiz or assignment which excludes such assistance.
2. Plagiarizing another's words or ideas in any assignment, including research, reports or essays and the Extended Essay.
3. Permitting one's own work to be copied by another student or otherwise sharing information with respect to answers on assessments or assignments.

4. Falsifying data or misrepresenting data. Any data submitted in fulfillment of an assignment or assessment must be collected honestly and appropriately given the requirements of the assignment.
5. Accessing foreign language translators via the internet.
6. Receiving help from other students, adults or teachers on a take-home exam or assignment.

Resources

The school employs a number of measures designed to safeguard against plagiarism including the use of turnitin.com wherein students are required to submit all written assignments for verification purposes. All Internal Assessments, including the Extended Essay and TOK essay are reviewed by the teacher as well as the IBDP Coordinator. The policies regarding turnitin.com are shared at meetings prior to entry into the program, IB Parent Association meetings, staff development sessions, stated on course syllabi (See {Subject Taught} attachment at end of document) and posted on the website.

Consequences

Each instance of dishonesty will be reported to the IB Coordinator who will use the following procedures for dealing with the infraction:

In the case of violations which include copying, using "cheat" notes, sharing information regarding assessment items, copying or allowing others to copy work, submitting translations obtained from the internet, the student will receive a zero on the assignment with no opportunity to make-up the work. In addition, the parent will be notified. The appropriate administrator will be notified and will log the offense in the student discipline file.

In the event of violations which include acts of dishonesty including large-scale plagiarism of entire papers, work which is appropriated from the internet, projects which are not

completely the student's own work, the discipline may include all of the above measures in addition to a parent meeting and loss of school eligibility for National Honor Society and other school activities.

In the event of extreme violations including stealing examinations, projects or assignments or altering grades on a computer database such as eschool, or on returned work, the discipline may include all of the above measures as well as suspension from school and removal from the IB program.

The International Baccalaureate Policy on Academic Honesty

Contained within the document entitled **Academic Honesty in the IB Educational Context**

<https://resources.ibo.org//data/DP AP 2018-en Sec74.pdf> are all of the regulations regarding instances of malfeasance. Firestone CLC fully supports these guidelines and specifically wishes to highlight the policy regarding cheating:

If cheating, collusion or plagiarism is suspected in internally or externally assessed components of the examination, IBCA in Cardiff, Wales must be contacted and an investigation will be conducted. In the event that malfeasance is proven, a grade of "N" (no mark) will be awarded. "In the case of a Diploma Programme candidate the consequence is that no diploma will be awarded to the candidate.

Conclusion

Firestone teachers encourage all students to take pride in their work and recognize that only through their own efforts and hard work will they achieve results of which they may be proud.

All teachers, administrators and the IB coordinator recognize that academic honesty applies to each of us and that due diligence dictates that we carefully monitor the practices of the program in order to ensure that students and teachers alike uphold the integrity of the International Baccalaureate Diploma Program.

Firestone CLC

ACKNOWLEDGEMENT OF ACADEMIC HONESTY POLICY

I fully understand Firestone's Academic Honesty policy concerning dishonesty and cheating. The policy was read and explained to me and I was given an opportunity to ask questions in order to completely understand the policy and how it may affect me. My signature shows that I have a full understanding of what is considered dishonesty or cheating and that I am fully aware of the serious penalty involved if I should choose to be dishonest in the academic work I do while I am an IBDP student at Firestone CLC.

Student's Name (Please Print)

Date

Student's Signature