



Land O' Lakes High School International Baccalaureate Diploma Programme Academic Honesty Policy

In keeping with the *IB Learner Profile* attribute that guides us to be *Principled*, the Land O' Lakes High School International Baccalaureate Diploma Programme institutes this Academic Honesty Policy.

"We act with integrity and honesty, with a strong sense of fairness and justice, and with respect for the dignity and rights of people everywhere. We take responsibility for our actions and their consequences."

Academic Honesty – Philosophical Principles

- ◆ In that academic honesty and integrity are essential to the trust and transparency of the Land O' Lakes High School International Baccalaureate Diploma Programme, this policy, definitions, and consequences are hereby delineated.
- ◆ IB students should be content creators not content imitators (Source: IB Publication *Are you completing your IB assignments honestly?*).
- ◆ Students are directed to utilize the study, research, writing, and presentational skills developed during their years of participation at Land O' Lakes High School in order to properly present and cite their work.
- ◆ When poor behaviors are demonstrated in the completion and/or submission of academic work, the school-imposed consequences must directly address the behavior while still permitting the learner to earn a grade and receive feedback commensurate with demonstrated academic proficiencies.

Academic Honesty – Agreement and Adherence

- ◆ All enrollees to the Land O' Lakes High School International Baccalaureate Diploma Programme must review and indicate agreement to adhere to the academic honesty policy. Informed in this manner, failure to agree does not absolve the enrollee to adherence to and consequences of the policy.
- ◆ The IB Coordinator provides additional information about Malpractice as defined in the IB Regulations publication each year prior to assessments.
- ◆ The IB Coordinator provides teachers with language to be included in their syllabi that reiterates the requirements for adherence to the Academic Honesty Policy and the potential consequences.



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ACADEMIC HONESTY and VIOLATIONS

The student and parent/guardian understand the rules of the Land O' Lakes High School International Baccalaureate Diploma Programme Academic Honesty Policy and agree to adhere to the expectations. The student and parent/guardian have been given the opportunity to review this policy and understand the consequences listed below for committing actions that fall under the categories stated herein including Malpractice. Please remember, **Malpractice is Malpractice, regardless of intention.**

Plagiarism – The representation of the ideas of work of another person or organization as your own. This may be committed in part or in whole. This may include not citing the ideas and work of another person or organization.

Collusion – Allowing one's work to be copied by another person and submitted for assessment, including assisting and tolerating a peer in such acts. This may be committed in part or in whole.

Disclosing information – Providing to or receiving from another person resources and/or information to that are the property of another in order to give the receiving party an unfair advantage on an assessment.

Duplication of work – Presentation of the same work for different assessment components in the same or different courses. All work must be distinctly done to comply with each assignment or assessment as issued by an educator or The IB. If considering expanding a prior study or work for a subsequent assessment, permission of the educator must be secured ahead of time (e.g., using concepts from a Group 4 investigation as a foundation for researching and authoring an Extended Essay).

Unauthorized resources – The bringing of unauthorized resources, materials, devices or other disallowed items to an assessment location or environment.

False assertion of authentic work – Physically or electronically signing/indicating that the work being submitted is authentically the student's own with sources properly cited when this is established not to be the case. False assertion of authentic work typically is linked to another violation of academic honesty.

Unfair advantage – Any action that provides the student or another student or students with an unfair advantage in assessment had that action not been taken.

Misrepresentation – Any form of misrepresenting yourself to another in online school forums such as zoom. For example, using another person's name in place of your own.

(Source: Adapted from *General regulations: diploma programme*, Articles 20 & 21, September 2016)

CONSEQUENCES

The severity of the circumstances will guide the consequences, which may be, but will not be limited to those listed below. In all incidents, the decision of the IB Coordinator will be final.

1st Incident

- ◆ Teacher-determined behavioral consequence
- ◆ Parent/guardian contact by teacher
- ◆ Documentation in IB office student records file
- ◆ If written as a School Incident Report ("referral"), it will be placed on hold unless in violation of a major assessment, in which case, the behavioral consequence and an additional parent contact shall be handled by the IB Coordinator.
- ◆ Teacher issues recovery assignment for demonstration of academic learning on same standards/course elements

2nd Incident

- ◆ Teacher-determined behavioral consequence
- ◆ Parent/guardian contact by teacher
- ◆ Documentation in IB office student records file
- ◆ Issuance of a School Incident Report ("referral") on the *myStudent* student information system with consequences assigned
- ◆ Parent/guardian contact by the IB Coordinator
- ◆ Student meeting with the IB School Counselor; interventions sought
- ◆ Teacher issues recovery assignment for demonstration of academic learning on same standards/course elements

3rd Incident

- ◆ Teacher-determined consequence
- ◆ Parent/guardian contact by teacher
- ◆ Documentation in IB office student records file
- ◆ Issuance of a School Incident Report ("referral") on the *myStudent* student information system with progressive consequences assigned
- ◆ Parent/guardian contact by the IB Coordinator
- ◆ Student meeting with the IB School Counselor; interventions re-evaluated
- ◆ Consideration of dismissal from the IB Diploma Programme and return to zoned school (if other than Land O' Lakes High School)
- ◆ Teacher issues recovery assignment for demonstration of academic learning on same standards/course elements

Malpractice During Internal and/or External Assessment Components

The student and parent/guardian understand that any infraction violating the International Baccalaureate Organization (IBO/The IB) terms surrounding Malpractice on internal and/or external assessment component(s) will be elevated to review by The IB through their reporting mechanism. This will result in the submission of statements and evidence related to the incident. The consequences will be carried out as the school is directed by The IB regardless of whether a first or subsequent incident. This may result in a grade not given for the component and/or the entire course and/or the inability to earn the IB Diploma. School-level consequences also may be imposed.

“I/we agree to act in accordance with this policy, adhere to its requirements, and accept its consequences and understand this is inclusive of both mySchoolOnline and Traditional settings.”

- ☐ I/we have read and agree to the Land O' Lakes High School International Baccalaureate Diploma Programme Academic Honesty Policy.

Student Signature_____ Date_____

Parent Signature_____ Date_____

(This is physically or electronically signed by student and parent/guardian and kept on file.)