



## Academic Honesty Policy

Academic Honesty is part of being principled, a learner profile attribute, where IB learners act with integrity and honesty. IB learners strive to act with a sense of fairness, justice, and respect for the dignity of the individual, groups, and communities. Principled learners respect the rights and intellectual property of others by completing their own work. If students want to use the ideas of others in their work, they are expected to cite them appropriately, using the Modern Language Association (MLA) format. Principled learners take responsibility for their own actions and the consequences that accompany them.

### **Forms and Definitions of Academic Dishonesty**

**Cheating** is defined as inappropriate and deliberate distribution or use of an electronic device, information, notes, materials, or work of another person in the completion of an academic exam, test, or assignment in an on-line or traditional course to include plagiarism. Some examples include:

- Copying another student's work (with or without their knowledge)
- Copying assessment tasks
- Forgery
- Using unauthorized notes during an assessment

**Accomplice to Cheating** is defined as behavior that provides another student with help in cheating. Some examples include:

- Giving intellectual property (their own or others) to a student with intent to cheat
- Providing information on how to obtain another student's intellectual property
- Forging documents for another student
- Helping copy documents for another student
- Providing unauthorized notes to another student during an assessment

**Plagiarism** is defined as a form of cheating when a student presents another person's words or ideas as their own without giving the originator credit for the information. Some examples include:

- Copying information from a book without using quotation marks and without including a bibliography that lists sources used

- Paraphrasing by rewording or rearranging the author's original words without acknowledging the source

## **Consequences**

The School District of Lee County has established three (3) levels of misconduct. The levels are determined by the seriousness of the act. Academic Dishonesty is considered a Level One infraction. Level I infractions are the least serious incidents. Addressing Level I incidents may include several possible interventions and corrective actions as listed below:

- Proof to administration
- Parent contact
- Student receives a "zero" on the assignment or assessment or completes an alternative assignment or assessment
- Student must re-do the assignment or assessment

**Lexington Middle School Faculty** will contribute to the development of academic honesty.

Teachers are responsible for helping students gain the skill necessary to complete assignments and assessments. These skills may include:

- Properly conducting research
- Using the internet responsibly
- Acknowledging sources through the use of MLA citations
- Working collaboratively
- Establishing and meeting timelines
- Proof reading and editing work for submission