



*“Educating Today’s Children for Tomorrow’s World”*

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## **Academic Integrity Policy**

This document has been created with the mission of Morikami Park Elementary School in mind and is written in line with the International Baccalaureate Organization (IB) guidelines. The teaching faculty has agreed to an academic honesty policy to promote, foster, and establish academic honesty as a core principle.

### **General Statement of Policy**

“An authentic piece of work is one that is based on [the student’s] individual and original ideas with the ideas and work of others fully acknowledged. Therefore, all assignments for assessment, regardless of their format, must wholly and authentically use that [student’s] own language, expression, and ideas. Where the ideas or work of another person are represented within a candidate’s work, whether in the form of direct quotation or paraphrase, the source(s) of those ideas or the work must be fully and appropriately acknowledged”. (*Academic honesty*, IB, July 2011, p. 2)

### **School Responsibilities**

Morikami Park Elementary will provide a safe place for students by assisting students as they develop their inquiry skills, take appropriate risks, and learn from their mistakes while engaging in authentic work. The school depends on partnerships with parents, community members, teachers, and students to educate children on the ethics and values of academic honesty.

### **Staff Responsibilities**

The academic staff is responsible for providing opportunities for students to develop and produce authentic, original work. Teachers will educate students on citation and research procedures, what constitutes misuse or plagiarism, and provide instruction in self-management, social awareness, communication techniques, critical thinking, and ethical research skills. Teachers will not only teach academic honesty but will also model good practice. Administrators will support them in this effort.

### **Parent & Community Responsibilities**

Morikami Park Elementary recognizes parents' vital role in working with the school to ensure that students are successful. Parental support of this academic policy will enhance student learning as they strive to produce work that adheres to ethical norms and demonstrates principled behaviors. Parents should become informed of the expectations placed on students and support these practices inside and outside the school building. Community members should take advantage of the expertise and resources of the school media specialist when questions arise about plagiarism, copyright, other ethical issues, and good academic practice for referencing sources. Working together with the same understanding, all community members

will create an environment that promotes academic integrity and student success. For citation recommendations, please visit: <https://owl.english.purdue.edu/owl/>?

## **Student Responsibilities**

All students are expected to produce authentic works and adhere to district and IB PYP policies. Students should also have the opportunity to make mistakes and learn from them.

**The Learner Profile Attributes** help guide our focus on academic honesty and integrity. We use the Learner Profile to help students develop appropriate decision-making skills and work habits. We recognize that, with the support of the Learner Profile,

- students should take responsibility for their work.
- students should produce individual, original work unless otherwise instructed.
- through accountable talk and academic citation conventions, students will give credit to other group members.
- students do not copy the work of others.
- students cite sources according to agreed-upon, age-appropriate formats.
- students use information technology and library resources responsibly.

## **What is Academic Honesty?**

As the IBO sees, academic honesty is a set of values and skills that promote personal integrity and good practice in teaching, learning, and assessment.”

Academic honesty refers to:

- The production of ‘authentic’ pieces of work
- The acknowledgment of the original authorship and ownership of creative material
- The protection of all forms of intellectual property – which include forms of intellectual and creative expression, as well as patents, registered designs, trademarks, moral rights and copyright

## **What is Academic Dishonesty/Misconduct?**

Academic misconduct, whether deliberate or unintentional, is defined as a behavior that results in a student gaining an unfair academic advantage or a disadvantage for other members of the educational community.

### **Definitions of Misconduct**

*Collusion/Collaboration*- Collusion is helping another student to be dishonest by allowing one’s work to be copied or submitted for assessment by another. Example: sharing information from an exam before other students have taken the same exam. Collaboration- a partnership that takes place to promote learning through equal contributions. Each student’s work must be acknowledged and given appropriate credit for their contribution.

*Plagiarism*—presenting another person’s work as one’s own—is a breach of academic honesty and a criminal offense. For example, a student reading aloud a poem in class and claiming the student wrote it when it was actually written by another author.

*Duplicating* is submitting the same work for different assessment purposes within the program. For example, a student is assigned and turns in a report for their Individuals and Society class, and the student then turns in the same report for another assignment in their Language and Literature class.

*Cheating*- the use of unauthorized materials viewing another student's responses during an assessment.

### **Consequences:**

Consequences for academic malpractice include but are not limited to resubmission of original work, loss of privileges, further restriction of assessment environment, in-school suspension, out-of-school suspension, and/or reduction of effort grade.

### **Evaluation of Policy**

The IB faculty and administration remain deeply committed to ensuring the success of the admission policy. Toward this end, the faculty and administration will review the policy regularly with an eye toward improvement. The policy will be reviewed annually by [**The PYP Coordinator**]. This policy was last reviewed on [**August 2023**]. The Board policy 5.106 is reviewed by the Choice Department and School Board members every 5 years.

**School Website:** <https://www.palmbeachschools.org/MorikamiParkElementary>

### **Policy Committee**

Amy Mercier- PYP Coordinator

Stephanie Coletto- Head of School

Jackie Breslin- SAC Chair/ Teacher

### **Sources:**

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