



Academic Honesty

Boyd Anderson High and its International Baccalaureate Programme are dedicated to upholding the highest academic integrity standards. An authentic piece of work is one that is based on the candidate's/student's individual and original ideas with the ideas and work of others fully acknowledged. Therefore all assignments, written or oral, completed by a candidate/student for assessment – internal or external – must wholly and authentically use that candidate's/student's own language and expression. Where sources are used or referred to, whether in the form of direct quotation or paraphrase, such sources must be fully and appropriately acknowledged. I understand that the merit of the IB Programme comes from the upholding of these standards and each student plays an integral role in ensuring that the quality of the programme is protected through the work they present for assessment.

Malpractice

The Regulations define malpractice as behavior that results in, or may result in, the candidate or any other candidate gaining an unfair advantage in one or more assessment component.

Malpractice includes:

- plagiarism: this is defined as the representation of the ideas or work of another person as the candidate's own
- collusion: this is defined as supporting malpractice by another candidate, as in allowing one's work to be copied or submitted for assessment by another
- duplication of work: this is defined as the presentation of the same work for different assessment components and/or diploma requirements
- any other behavior that gains an unfair advantage for a candidate or that affects the results of another candidate (for example, taking unauthorized material into an examination room, misconduct during an examination, falsifying a CAS record).

Acknowledgement

I have read and understand the following "Expectations for Responsible and Ethical Behavior" as stated in Article 14 in the *International Baccalaureate Guide to the Diploma Program*:

Students are expected to acknowledge fully and in detail the work, thoughts or ideas of another person if incorporated in work submitted for assessment; to submit separate pieces of work in fulfillment of the requirements of different assessment components (for example, extended essays and internal assessment); and to ensure that their own work is never given to another candidate, either in the form of hard copy or by electronic means, knowing that it might be submitted for assessment as the work of that candidate.





Any student who has been found to be academically dishonest in any of the mentioned ways, or otherwise, will have a record of this put into his or her student file, and this will be communicated to the student’s parents. If the work has been submitted as an official piece of IB coursework, it will not be accepted, but, if there is time for him or her to do so before the school’s internal deadline for this work, the student will be allowed one chance to resubmit another piece of work in its place. If there is not time for the student to produce new work, he or she will not receive a grade for that subject and will therefore be required to take measures to recover the course or satisfy the requirement. A second violation – in any subject - will result in the matter being referred to the school’s review committee who will consider the student’s removal from the relevant IB curricular programme at Boyd Anderson High School and/or his or her being disallowed from being able to move to continue in the Diploma Programme; other disciplinary action may also be considered by the committee. If a student submits work to the IB which is later recognised as having been produced based on methods that are considered malpractice, the IBO will not award a the grade to the student. All Boyd Anderson parents, teachers, and students should make sure that they are aware of the contents of this document and what academic honesty and malpractice both mean. They should also make themselves aware of the consequences of malpractice and consider the ethical concerns in the jeopardizing their own personal standards, as well as that of the school and the IB. Parents are expected to speak to their children about the need to be honest and why it is important to be so in terms of academic progress. Yearly, teachers explain what this policy means to students in the specific terms of the work that they are asking students to produce. They also speak to students regularly during the drafting of work, when the student/teacher interaction is more collaborative than evaluative. Teachers provide students with models of good practice, examples of how to properly cite work, as well as opportunities to do so on work that is assessed. The IB coordinator ensures that academic honesty and malpractice are explained to staff, students, and parents at relevant times, giving examples of both good and bad practice where appropriate. The review committee will investigate any suspected breaches of the standard in an open and fair way. Their recommendations to the principal/Head of School (HOS) will be clear and reasoned. The (HOS), in consultation with the coordinator, will decide each case on its merits, and will communicate the decision clearly to all of those concerned with reasons for any findings. Students should recognize that they are ultimately responsible for their own work and that the consequences of any breaches of the standard of academic honesty will be theirs alone. They should speak to teachers regularly about their work and show drafts of it at various stages in the production process. They should ask teachers for advice if they are at any time unsure of what they have done in relation to referencing sources; in addition, students are strongly encourage to also seek the assistance and advise of the media specialist to ensure they represent their work responsibly and are following the correct standards of crediting their research/work.

Declaration

By signing this document, I acknowledge that I have been made aware of the definition of academic honesty and malpractice, as set forth by the IB organization. I acknowledge that if I am found to have knowingly violated either standard, my work will not be accepted, which may result in a zero for the assignment; resubmission criterion will be determined by the individual teacher. I also understand that being an ethical person is an integral part of character development. I confirm that I have read, understand and agree to abide by the Boyd H. Anderson International Baccalaureate Academic Honesty Policy.

Student’s name:

Signature: Date:

