

Wilton Manors Elementary IB World School

Academic Integrity Policy

Philosophy

At Wilton Manors Elementary IB World School, we believe it is our duty to ensure that students and their families understand what defines academic integrity. Academic integrity is a set of principles and responsibilities that all learners must abide by. We understand that each student is unique and has their own unique needs. We believe that teaching academic integrity fosters a community of students who are principled and caring while taking ownership of their learning.

Stakeholders Responsibilities

Staff:

- Define, model, and nurture academic integrity
- Establish clear, age-appropriate expectations about citations and referencing with students
- Provide opportunities for students to develop and produce authentic, original work
- Educate students on self-management and ethical research skills
- Teach students to paraphrase, summarize, and cite information to avoid plagiarism
- Address what constitutes lapses in academic integrity

Administration:

- Support staff in their efforts to educate the school community on academic integrity

Families:

- Know the expectations placed on students and understand why they are important
- Support academic integrity in school and at home
- Ensure schoolwork is completed by the student and not another person

Students

- Student abilities and understanding progress in each grade. The graph below shows students' responsibilities in each grade level.

Grade	Students will...
Kindergarten	<ul style="list-style-type: none">• Take responsibility for their work• Find information with the teacher• Practice retelling information• Not copy the work of their peers
First	<ul style="list-style-type: none">• Find information in peer groups• Practice restating information in their own words• Learn to recognize work that is not their own
Second	<ul style="list-style-type: none">• Find reliable information independently• Learn to give credit to another person's work• Not use assistive technology unless instructed to do so
Third	<ul style="list-style-type: none">• Learn to cite sources with teacher assistance

	<ul style="list-style-type: none"> • Learn and practice synthesizing, summarizing, and paraphrasing • Learn to use quotations marks to give credit to another person's exact words
Fourth	<ul style="list-style-type: none"> • Learn to cite sources independently • Practice synthesizing, summarizing, and paraphrasing • Use quotations marks to give credit to another person's exact words
Fifth	<ul style="list-style-type: none"> • Cite sources independently • Synthesize, summarize, and paraphrase information

Learner Profile Attribute Connections

- **Balanced** students know when it is appropriate to use various tools including calculators, spell check, etc.
- **Caring** students respect and value the work of others and their own authentic work.
- **Communicators** can articulate their ideas clearly and reference their sources.
- **Inquirers** ask thick and thin questions to guide their own learning.
- **Knowledgeable** students are informed about reliable sources.
- **Open-Minded** students gather information from a variety of sources and perspectives.
- **Principled** students understand plagiarism and give credit to the original authors of the resources they use.
- **Reflective** students understand what it means to show integrity and learn from their actions.
- **Risk-Takers** are not afraid to ask and answer questions, speak up, and take action.
- **Thinkers** use their creativity to explore ideas and concepts critically.

Artificial Intelligence

At Wilton Manors Elementary IB World School we recognize that Artificial Intelligence (AI) has become more common and accessible. Students are taught not to access AI from their personal devices or computers. Teachers may discuss and/or model how to use AI responsibly and with integrity with their students.

Academic Dishonesty

According to Broward County Public Schools, academic dishonesty is broken into two categories, Cheating Minor and Cheating Major, for students in grades 3-12.

Cheating – Minor: an act of academic dishonesty by a student who chooses to submit work that is not their own.

Cheating – Major: an act of academic dishonesty by a student who engages in unauthorized use, possession, coordination, promotion, marketing, sharing, distribution, publication, or duplication of tests/exams such as mid-terms, finals, end-of-course exams, or other standardized assessments. Cheating Major also includes but is not limited to changing, giving, facilitating academic dishonesty, buying grades (seeking to or actual), selling grades (seeking to or actual), facilitating the transaction, sale, or purchase of grades or examples, paying someone to change grades, access to exams, or grades or to securing answers to an exam in any manner.

Consequences

Depending on the severity of the academic dishonesty in grades k-2, parents may be contacted, and students may be referred to the Multi-Tier System of Support (MTSS)

In grades 3-5, consequences vary depending on the severity of the offense. For minor offenses, the first offense will result in parent contact, a referral to the school counselor or social worker, and a verbal warning. The second offense will result in parent contact and referral to MTSS. Third offense will result in parent contact, referral to MTSS, and in-school suspension.

For major offenses in grades 3-5 the first offense is parent contact, referral to MTSS, referral to school counselor or school social worker, school-based behavior contract, and 1-2 days of in-school suspension. The second offense will result in parent contact, referral to MTSS, referral to school counselor or school social worker, and 3-5 days of in-school suspension.

Review Process

Created by: Support Staff, led by Michelle Miossi, October 2024

Reviewed by: Team Leaders November 2024

Next review: Fall 2025-2026

References and Resources

Southbank International School, *Southbank International School IBPYP Academic Integrity Policy (2023)*

Palmetto Elementary, *Academic Integrity Policy (2023)*

International School of Texas, *Academic Integrity Policy (2021)*

Broward County Public Schools, *Code of Conduct – Discipline Matrix (2024-2025)*