



Roland Park K-8 Magnet School Academic Honesty Policy

Philosophy

Roland Park K-8 Magnet School for International Studies strives to be honest in all of our education processes and products; this includes learning the skills for appropriate expressive and receptive communication. The International Baccalaureate emphasizes integrity and principled work as imperative to true scholarship. “An authentic piece of work is one that is based on the candidate’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 candidate’s own language, expression and ideas.” (IBO) Academic honesty must be explicitly taught. Students must be given examples and non-examples as well as the opportunity to practice skills prior to assessments. All stakeholders must be involved in supporting this policy.

By embracing the IB Learner Profile attributes, we support an environment where academic honesty is the expectation for all. The following characteristics of the IB Learner Profile support the focus on creating a scholarly atmosphere:

Principled: People who are principled take responsibility for their actions academically.

Thinker: Thinkers make ethical decisions regarding their work and learning

Inquirers: Inquirers develop the skills to become independent in learning and research

Caring: A caring person respects the intellectual property of others

Reflective: The reflective person thinks about the sources of their knowledge

Important Terminology

Academic Honesty - Academic Honesty can be defined by honest academic work where (1) the ideas and the writing of others are properly cited; (2) students submit their own work for tests and assignments without unauthorized assistance; (3) students do not provide unauthorized assistance to others; and (4) students report their research or accomplishments accurately. (School for Ethical Education)

Collusion - A secret agreement between two or more parties for a fraudulent, illegal, or deceitful purpose

Cheating - Act dishonestly or unfairly in order to gain an advantage, esp. in a game or examination: "she cheats at cards"

Plagiarism - the practice of taking someone else's work or ideas and passing them off as one's own.

Citation - A quoting of an authoritative source for substantiation. b. A source so cited; a quotation.

Integrity - The quality of being honest and having strong moral principles; moral uprightness.

Grade Level Expectations

Support

Roland Park K-8 utilizes the Modern Language Association (MLA) or American Psychological Association (APA) styles and formats for citation of sources. As most area high schools require MLA citation, the majority of instruction will focus on this style. However, reports using APA may be acceptable upon the teacher's discretion. There are many free online resources for students to check to make sure they are properly citing their sources. Several reliable resources are listed below:

Son of a Citation Machine www.citationmachine.net

This website is a valuable resource. The user simply selects the type of resource to be cited, and it produces both the in-text citation as well as the proper format for the works cited page.

Purdue Online Writing Lab (OWL)

<http://owl.english.purdue.edu/owl/resource/747/2/>

This website, maintained by the Purdue University Writing Lab, is dedicated to help students with formatting writing and providing a guideline for citing sources.

Easy Bib www.easybib.com

This website will automatically generate citations when the user searches for resources on its search engine. This resource is especially good for younger students.

Roles and Responsibilities

Students

Actions to Increase

- Demonstrate creativity in your work
- Acknowledge help from others (parents and students)
- Acknowledge sources for research, including the internet and print media
- Report instances of violations of the academic honesty policy to teachers or administrators
- Act with integrity in all work

Actions to Avoid

- Turning in work from another student or other source as one's own
- Copying and pasting directly from the internet or other digital media including images and pictures

- Copying homework or looking at the answers from another's test or quiz
- Turning in an assignment that has previously been graded in any class regardless of the grade or subject
- Giving others unfair advantage on a test or quiz by sharing test questions

Teachers

Actions to Increase

- Require creative or personal responses to questions, avoiding responses that require only recall of details
- Provide explicit instruction in citation of sources
- Teach summarization and note taking
- Provide examples of proper citation of resources
- Collaborate with grade level teachers (in middle school) to assure that student work load is not excessive

Administrators

Ways to support academic honesty

- Provide professional development for innovative lesson planning and use of technology
- Uphold consequences to violations of the Academic Honesty Policy

Parents

Ways to help your children

- Encourage creativity in your students

- Ask students to share learning at home
- Be aware of what your children are learning
- Allow students the opportunity to independently complete complex tasks
- Discuss what academic honesty means with your children

We at Roland Park K-8 Magnet School discourage parental over-involvement in the creation of the students' tasks or assignments, as it impedes the students' learning.

Honor Council

An honor council will be formed during the 2020-2021 school year. The honor council, made up of Roland Park students, will work with students, teachers, and administrators to determine a set of consequences for students who violate the Academic Honesty Policy. Consequences could include requiring the student to redo the assignment, loss of credit on the assignment or test, or possibly in school suspension in extreme cases. Students who have violated the Academic Honesty Policy will be required to meet with the honor council to discuss the infraction and possible consequences. The honor council will serve as ambassadors for the Academic Honesty Policy, leading fellow students to show integrity in all academic pursuits.