



Wayside: Sci-Tech High School

Academic Integrity Policy - International Baccalaureate

(Updated January 2021)

Statement of Purpose

Academic integrity is an essential element in Wayside: Sci-Tech High School's philosophy, IB mission statement, and practice of promoting academic excellence. It is an extension of and a reflection of the **IB learner profile** and several traits that include principled, knowledgeable and reflective, in addition to others. To practice academic honesty is to engage in academic pursuit in a truly authentic manner. Furthermore, as an educational institution that promotes international mindedness, it is essential that scholars are exposed to a variety of scholarly work from various cultures and examine diverse viewpoints.

Academic honesty is the responsibility of all parties involved in the scholar's education, including the scholars, teachers, administrators and parents. It is important that our teachers communicate to scholars the importance of academic honesty and integrity for very positive reasons. As part of their social and ethical development, scholars need to see academic honesty beyond the context of "not cheating", but as an integral element of their social and intellectual construct.

Responsibilities regarding academic honesty in the International Baccalaureate Programme (IB)

DP Coordinator

- To inform scholars of the views of the IBO with regard to academic honesty and malpractice.
- To report to the IBO any academic malpractice concerning an assessment required by the IBO, such as an internal or external assessment.
- To support teachers in their enforcement of the DP's academic honesty policy.
- To communicate the IBO and STHS expectations regarding academic honesty to parents, and to report any academic malpractice tied to IB-required assessments.

IB Teachers

- To teach a variety of practices related to academic integrity, and its five fundamentals: honesty, trust, fairness, respect and responsibility.
- To teach strong academic practices as they pertain to academic honesty, including the citation of work and rules regarding individual and group work.
- To model the learner profile traits related to academic integrity, such as principled, knowledgeable, reflective, and thinker.
- To model academic integrity through examples of MLA citation and research during classroom instruction and activities

- To reinforce the characteristics of the learner profile that pertain specifically to academic honesty.
- To give clear guidelines for each assignment on acceptable collaboration
- To make clear to scholars the penalties for academic malpractice on formative and summative assessments.
- To report to the DP coordinator, and if necessary the administrator, acts of malpractice by scholars.
- To communicate to parents acts of academic malpractice by their scholars in coordination with DP Coordinator and administration.

IB DP Scholars

- To know the rules and expectations regarding the IBO and STHS's academic honesty policy, including the consequences of academic malpractice.
- To act in a manner consistent with the IBO and STHS's expectations of academic honesty.
- To self-report instances of academic malpractice conducted by self or peers.

Parents

- To understand the rules and expectations of the IBO and STHS's academic honesty policy, including the consequences of academic malpractice.
- To reinforce the value, expectations and practice of academic honesty to their scholars.
- To support teachers as they enforce the Academic Integrity procedures as they pertain to the scholars in the STHS Diploma Programme.

Information Literacy and Citations

Wayside: Sci-Tech High School uses MLA citation in all IB classes. Research, citation, and critical thinking skills are embedded throughout the IB courses and scholars are given the opportunity to analyze sources and practice proper MLA citation in a variety of course assignments. Scholars receive teacher feedback on their use of scholarly sources and citations throughout their time in the IB Diploma programme.

Wayside: Sci-Tech High School provides online resources for scholars such as JSTOR, Gale, Ebsco, Britannica, Mackinvia, and New York Times. In addition to the classroom libraries, scholars have access to ebooks. Scholars are taught how to use these resources in depth through their English class, Language and Literature class, and/or Foundations and Methods in Research and Inquiry (FMRI). Every scholar is assigned a Chromebook that they may use throughout their studies at STHS in order to ensure that they have the technology necessary to access the aforementioned resources.

The Foundations and Methods in Research and Inquiry class is provided for each full DP scholar. The focus of this class is on research methods and investigations: scholars are given explicit instruction in how to utilize research databases in order to find primary and secondary sources that they need for a variety of IB assignments and assessment tasks. In addition, the course focuses on research and writing for academic purposes, including the proper use of MLA citation and formatting for research papers.

Types of Academic Malpractice

Academic misconduct is defined by the IBO as, “behaviour that results in, or may result in, the scholar or any other scholar gaining an unfair advantage (or a behaviour that disadvantages other scholars) in one or more assessment components.” *Academic Honesty in the Diploma Programme*.

The IBO, in its document, *Academic Honesty in the Diploma Programme*, includes in its definition of malpractice the following categories and definitions:

Plagiarism: the representation, intentionally or unwittingly, of the ideas, words or work of another person without proper, clear and explicit acknowledgment. The use of translated materials, unless indicated and acknowledged, is also considered plagiarism.

Collusion: supporting academic misconduct by another scholar, for example allowing one’s work to be copied or submitted for assessment by another.

Misconduct (during an IB exam): taking unauthorized material into an examination room, disruptive behaviour and communicating with others during the examination.

Duplication of Work (forgery and fabrication): the presentation of the same work for different assessment components and/or Diploma Programme requirements.

Communication about the content of an examination: 24 hours before or after the examination with others outside their school community is also considered a breach to IB regulations.

Other forms of malpractice could include:

Forgery involves any unauthorized signing of another person’s name to school-related documents, including but not limited to requested or required parent signatures on grade sheets or quiz/test scores.

Fabrication involves any intentional falsification or invention of data or citation of authority in an academic assignment.

Possible Actions Following Academic Malpractice

Wayside: Sci-Tech High School follows a restorative discipline model and the leadership and staff always seek to identify root causes and restore relationships when disciplinary incidents occur. By employing a restorative discipline model, Wayside: Sci-Tech High School creates space for scholar reflection and opportunities for lifelong learning.

When a breach of academic integrity occurs, a parent teacher conference will take place with the DP coordinator and administration to discuss the incident and appropriate action steps.

First Violation: Conference with parent, teacher, scholar, DP coordinator, and grade level administrator.

Second Violation: Conference with parent, teacher, scholar, DP coordinator, and campus principal. Potential academic probation and/or other disciplinary measures may be applied.

Third Violation: Conference with parent, teacher, scholar, DP coordinator, and campus principal. Potential academic probation and/or other disciplinary measures may be applied. Possible removal from the IB Diploma Programme. *If a scholar is removed from the program during their Senior year, the scholar and parent are responsible for refunding the school all fees associated with the IB program, not limited to testing.*

When applicable, scholars will be given the opportunity to resubmit assignments after a conference has occurred.

POLICY REVIEW

This policy was created and reviewed as a cooperative effort by teachers, administrators and coordinators. It will be reviewed as necessitated by IB or Wayside Schools: Sci-Tech High School's policy revisions or at least every 2 years.

[Scholar copy of Academic Integrity](#)

REFERENCES

Academic integrity, 2019.

Academic Honesty in the Diploma Programme.

Academic honesty in the IB educational context, 2014, (updated November 2016).

Effective citing and referencing, 2014.

Programme Standards and Practices, 2018, (updated April 2020).

Diploma Programme: From principles into practice, 2015.

