**North Mecklenburg High School**

**International Baccalaureate**

**Academic Honor Policy 2018-2019**

**Statement of Philosophy**

*We believe that in order to promote scholarship throughout the International Baccalaureate program, we need to maintain core values of honor and integrity. We want to create a culture of shared responsibility and honor. The immediate goal of the IB program at North Mecklenburg High School is to prepare our students for the college or university environment, and the ultimate goal is to nurture integrity and honesty in students as citizens of the world. We strive for our Honor Policy to be instructive and supportive.*

**Responsibilities**

**Students** are responsible for:

* Understanding the types of conduct which are deemed unacceptable and, therefore, are prohibited by this policy.
* Refraining from committing any act of cheating, plagiarizing, facilitating, academic dishonesty, abusing academic materials, stealing, or lying.
* Refraining from acts of intimidation or retribution in an attempt to prevent the testimony of another member of the NMHS community (student or teacher) at any time after charges have been made.
* Reporting every instance in which the student has a suspicion or knowledge that academic conduct which violates this policy or its spirit has taken place to the faculty member responsible for instruction, or to a member of the NMHS administrative staff.

**Teachers** are responsible for:

* Understanding the procedures of this policy relative to how teachers are to handle suspected instances of academic dishonesty.
* Developing an instructional environment that reflects a commitment to maintaining and enforcing academic integrity.
* Handling every suspected or admitted instance of the violation of the provisions of this policy in accordance with the procedures set forth in this document.
* Protecting honest students from being taken advantage of by those who behave dishonestly.
* Ensuring that any person accused under the provisions of this document is accorded the protections of due process.

The **IB Coordinator and Administration** are responsible for:

* Ensuring that documentation of Honor Policy violations are recorded, but remain confidential and accessible only by appropriate parties.
* Administering appropriate consequences for violations as provided by this policy.
* Evaluating annually the effectiveness of the measures taken by teachers to promote academic integrity.

**Parents** are responsible for:

* Teaching their student to assume responsibility for learning
* Reading and understanding the IB Honor Policy
* Promoting integrity when it comes to use of the internet and cell phone
* Helping avoid academic dishonesty by questioning their student and/or teacher about the extent to which the internet or other sources can be used on an assignment.
* Meeting with teachers and administrators to discuss matters related to issues of academic integrity.

**Defining Dishonesty**

According to the International Baccalaureate Diploma Program Regulations, “Malpractice is behavior that results in, or may result in, the candidate or any other candidate gaining an unfair advantage in one or more assessment components. *Malpractice* includes the following:

***Cheating*:** Using or attempting to use unauthorized materials, information, notes, or study aids or devices; obtaining unauthorized assistance and submitting it as one’s own individual efforts; copying from another student’s assignment (including homework) or test; unauthorized communication with another person during an assignment or test, which includes the use of a cell phone or other device during an assessment.

***Plagiarism*:** Representing orally or in writing in any assignment the words, ideas, or works of another without proper and customary acknowledgement of the source.

***Collusion*:** Inappropriate communication with others about tests and assignments.

***Falsification*:** Creating or communicating untrue information.

***Duplication of work*:** The presentation of the same work for different assessment

components and/or IB Diploma requirements.

*\*A note about intention*: It does not matter what one’s intentions are in these areas; these violations can occur without specific intent. We are obliged to be responsible for maintaining integrity for all graded assignments.

**Procedure for Infractions**

1. The teacher finds evidence of a violation and communicates that to the student.
2. For the first offense, student receives a 0 on that assignment and the parent is contacted. The teacher in this case has license to offer a re-take opportunity and establish a grade penalty depending on the circumstances and severity of the infraction.
3. The incident and grade penalty or consequence is then reported to the coordinator for documentation which remains in place throughout a student’s duration in the IB program.
4. For subsequent offenses in any class, the student again receives a 0 on the assignment. The incident is again reported to the IB Coordinator who will call a conference with the student and parent.
5. For any additional offenses, or for those 1st or 2nd offenses which are particularly serious or egregious, the Coordinator may refer the incident to the administration for disciplinary consequences (which may include suspension, loss of National Honor Society recognition or other honorary designation, removal from a leadership position, or withdrawal from the IB program).

**Honor Statement**

Each International Baccalaureate student will use an Honor Statement to reflect his or her commitment to abide by this policy. Teachers will frequently ask that this statement be written at the top of graded assignments.

***I have read, I understand, and I promise to uphold the IB Honor Policy.***

***PRINT YOUR NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ GRADE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_***

***\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_***

***Student Signature Date***