

# Academic Honesty Policy

Hoover High School and Meredith Middle School  
International Baccalaureate Middle Years Programme



## Philosophy

Academic honesty is a set of values and skills that promote personal integrity and effective practice in teaching, learning and assessment. Hoover and Meredith communities place a high value on academic honesty. Honesty is expected of all learners and is modeled and monitored by instructional staff and the school communities. The IB Learner Profile underscores our commitment to learners being:

- Principled – Learners credit others for their ideas and work
- Caring – Learners are celebrated for their own thoughts, ideas and work
- Reflective – Learners are evaluated based on their own work
- Thinkers – Learners develop their own perspectives and ideas

## Definitions

**Academic Honesty** promotes personal integrity, the use of original ideas and gives full acknowledgment to others' work.

**Plagiarism** is using another's words or thoughts without crediting or acknowledging the source.

**Cheating** is an attempt to gain an unfair advantage by means of technology misuse, claiming unoriginal work and using unauthorized sources to receive credit.

**Copying** is duplicating answers or work for someone else or allowing others to replicate work.

## Roles and Responsibilities

### Teachers

- ✓ Provide clear guidelines for learning tasks
- ✓ Teach learners how to cite sources and avoid plagiarism
- ✓ Model good practice in academic honesty
- ✓ Scaffold large assignments and create "checkpoints" throughout processes

### Learners

- | Do  | Don't   |
|---|---|
| ✓ Produce original work                     | ✓ Allow others to copy work                   |
| ✓ Respect the creative efforts of others    | ✓ Do homework for other learners              |
| ✓ Cite information from other sources       | ✓ Use technology for the purposes of cheating |
| ✓ Acknowledge collaborative work            | ✓ Copy from other learners                    |
| ✓ Use a recognized method of citing sources | ✓ Plagiarize                                  |

### Parents

- ✓ Allow and encourage learners to demonstrate their own work and thinking
- ✓ Understand and support the schools' academic honesty policy

## Process and Consequences

If academic dishonesty is suspected, the incident will be investigated to determine whether an infraction occurred. If an instance of academic dishonesty is discovered, the misconduct will be documented and the student will be required to resubmit the task. Repeat and/or serious offenses of misconduct will result in disciplinary action stated under the Des Moines school district's code of conduct.