



Academic Integrity Policy

The faculty and staff of Randall K. Cooper High School believe that integrity and honesty are essential in all student assignments. Academic dishonesty is strictly prohibited and will result in appropriate disciplinary action according to school and district policy.

Students committing an incident of academic dishonesty will be subject to the disciplinary consequences listed below. The review of misbehavior and assignment of consequences is left to the discretion of the school administration.

1st offense: Student(s) will receive a zero on the assignment until it is completed, according to a contract agreed upon by the teacher, parent and student.

2nd offense: Student(s) will receive a zero on the assignment until it is completed, according to a contract agreed upon by the teacher, parent and student. In addition, the student will serve school detention(s).

3rd offense: Student(s) will receive a zero on the assignment until it is completed, according to a contract agreed upon by the teacher, parent and student. In addition, the student will serve one or more Friday schools.

Academic dishonesty is termed as any deliberate act(s) that allow a student to gain an unfair advantage on any school assignment.

The following represent some basic types of academic dishonesty (These examples are to only serve as a guide, and are not to meant to serve as an exhaustive listing):

(1) **CHEATING:** The giving or receiving of information on any school assignment (hw, test, or quiz) that is not authorized by the instructor.

Students may not consult written information such as books or notes, may not look at the work of another student or allow another student to look at their work, nor consult with any other student, without specific permission to do so from the teacher.

(2) **PLAGIARISM:** Presenting material that in part or whole is not entirely one's own work without proper acknowledgement of the source. Plagiarism must be distinguished from cooperation and collaboration. It should be noted that students are often permitted and encouraged to work on assignments collaboratively, and to present their work either collectively or separately. It must be clearly understood by all when students may cooperate and collaborate on such assignments.

(3) **FABRICATION:** Altering or inventing any information, data, or acknowledgement that is included on a school assignment or official school record (This includes midterm and quarterly grade reports and transcripts).

(4) **OBTAINING AN UNFAIR ADVANTAGE:** Gaining access in any way to test or assessment materials; stealing, destroying, or defacing school materials with the purpose of depriving others or interfering with the educational process; unauthorized collaboration on academic assignments; intentionally interfering or obstructing another student's academic work; any activity intended to create or obtain an unfair academic advantage.

(5) AIDING & ABETTING ACADEMIC DISHONESTY: Providing material, information, or other assistance to a person with a reasonable knowledge that such assistance could be used in an incidence of academic dishonesty; providing false information in connection with any inquiry regarding academic dishonesty.

(6) UNAUTHORIZED ACCESS: Gaining access to any academic records or computer record keeping system in order to view, alter, destroy, or release such records; interfering with the use or availability of computer systems or information.

This policy has been modeled after Ryle High School's policy, which was modeled after policies from Queens University, Northwestern University, and the University of South Florida.

POLICY EVALUATION

We will evaluate the effectiveness of this policy through our School Improvement Planning Process.

Date Adopted: _____

Date Reviewed or Revised: _____ Council Chairperson's Initials _____

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