



Fairhope High School International Baccalaureate Academic Integrity Policy

What is Academic Integrity?

Academic Integrity involves showing integrity and respect for oneself and the assessment process. It is the expectation that every student at Fairhope High School exercise academic Integrity in all of his/her work. This includes acknowledging any sources used to complete an assignment. By striving to maintain academic Integrity, all members of the school community uphold the ideals of the IB learner profile which addresses the importance of being “principled”, acting with “integrity and honesty, with a strong sense of fairness, justice and respect for the dignity of the individual, groups, and communities.”

What is Academic Misconduct?

Academic misconduct includes any behavior or action which results (or may result) in a student gaining an unfair advantage academically. Examples of academic misconduct include, but are not limited to:

- Plagiarism – Representing the work, words or ideas of another person as one’s own (whether deliberately or unintentionally)
- Collusion – Supporting another student’s academic misconduct (ex. allowing one’s work to be copied and/or submitted for someone else)
- Duplication of work – Turning in the same work for different assessments components and/or specific program requirements (IB Diploma Programme, Advanced Placement, etc.)

Fairhope High’s Academic Integrity Pledge

“I pledge that I have not engaged in academic misconduct on this assignment.” All students will be required to write this statement on all assessments. Teachers may allow students to simply write, “I pledge...” in lieu of the fully written statement.

Academic Integrity During Examinations

General rules and regulations regarding appropriate conduct during both IB and AP examinations are presented to each student prior to the examination session. Students receive copies of the general regulations for these assessments. Information is posted around the school and in the examination room as required. Students are also informed of what may not be taken into the examination room/area which includes but is not limited to:

- Electronic devices (except when applicable)
- Notes or scratch paper
- Subject books or guides
- Refreshments (except water)

Consequences of Academic Misconduct

If a student engages in academic misconduct, one or more of the following consequences may occur:

- Parent contacted
- The teacher may issue a grade of “0” on the assignment in question
- Meeting with the assigned administrator to review the academic Integrity policy
- Referral may be written and documented in the student record
- Consequences as set forth in the Baldwin County Student Code of Conduct will be applied
- IB programme of study students may be placed on academic probation
- Removal from the IB programme of study may be applicable (this may result in the student having to attend his/her home school for the following school year)
- Administration reserves the right to immediately remove a student from the IB programme of study if the student is found guilty of academic misconduct on an IB assessment.

Recommendations for Maintaining Academic Integrity:

- Acknowledge all sources that were consulted in the completion of your work (when in doubt, cite)
- Communicate with the teacher regarding the referencing style to be used on each assignment
- Act as a role-model in maintaining academic integrity

Responsibilities

1). Students will:

- Maintain academic integrity in all assignments and assessments
- Ensure that all sources used are acknowledged using the referencing style agreed with your teacher
- Seek assistance from teachers when questioning what should or should not be cited
- Check work utilizing Turnitin.com before submitting for assessment
- Write Fairhope High’s Academic Integrity Pledge on all assessments
- Report any violations of the academic Integrity policy

2). Teachers will:

- Discuss the Academic Integrity Policy and pledge with their students
- Develop, model, and sustain ethical practices within the classroom that promote academic Integrity
- Openly communicate with students and parents the expectations for how to maintain academic integrity in the course, for assignments, and on assessments
- Contact parents regarding any violation of the academic Integrity policy
- Report any breach of the Academic Integrity Policy to the school administration

3). Parents/Guardians will:

- Discuss the Academic Integrity Policy and pledge with their child
- Encourage their child to uphold their integrity by maintaining academic integrity

4). Coordinators (IB, AP, Testing) will:

- Ensure that students are aware of the guidelines for maintaining academic integrity in assessments specific to each program of study (i.e. IB, AP)
- Correctly document and contact the appropriate personnel regarding misconduct during external assessments
- Report any breach of the Academic Integrity Policy to the school administration

5). Administration will:

- Ensure that the entire school community receives information regarding the Academic Integrity Policy
- Maintain a school environment that promotes academic integrity
- Ensure that academic misconduct is dealt with in a fair and consistent manner

- Initiate the process of reviewing the Academic Integrity Policy annually

Communicating the Academic Integrity Policy

Fairhope High's Academic Integrity Policy and pledge will be published for parents, students and community members to access. A copy of the Academic Integrity Policy and pledge will be made available for current school personnel to access. Newly hired school personnel will be made aware of this document and how to access it during one of the Fairhope High new teacher orientation meetings.

Use of Turnitin.com

Fairhope High School has a site license with Turnitin.com, an academic resource that helps students develop written work free from plagiarism or academic malpractice. Students and teachers will use Turnitin.com as a tool to help with assessment submission and academic integrity.

Review of the Academic Integrity Policy

Fairhope High's Academic Integrity Policy and pledge will be reviewed by the Academic Integrity Committee on an annual basis as needed.

Other Working Documents:

Academic Integrity in the IB Educational Context (2014)
Academic Integrity in the Diploma Programme (brochure)
Are You Completing Your IB Assignments Honestly? (2012)
Diploma Programme Academic Integrity (updated 2011)
IBO Handbook of Procedures for the Diploma Programme (2016)
IBO Programme Standards and Practices (2014)

This document was created in collaboration by the IB Diploma Programme coordinator, teachers, counselors, administrators, and students.

Fairhope High School would like to acknowledge the following IB World Schools whose published Academic Integrity Policies served as a model in the creation of this document:

- Paxon School for Advanced Studies
- Albert Einstein High School
- Gulliver Preparatory School
- Sarasota Military Academy