



3617 Harford Road | Baltimore, MD 21218 | 410-467-1683 | www.sfa-school.org

IB-MYP HONESTY POLICY/PHILOSOPHY

St. Francis of Assisi School forms children for a life of scholarship, spirituality, and service. As stated in the school handbook the school strives to: 1) develop the strong character and sense of responsibility based on Christian ideals; 2) establish an atmosphere that will enhance all aspects of growth and learning in the child; and 3) provide a supportive climate that will promote the welfare of the individual and the school community.

Academic honesty promotes integrity in all aspects of learning and teaching. It is supported by several of the IB Learner Profile traits:

- **Inquirers:** The students nurture their curiosity and develop their skills for research. They know how to learn independently and with others, giving credit for each individual's contribution.
- **Communicators:** They express themselves confidently and collaborate effectively when appropriate. They cite information gathered from other sources correctly.
- **Principled:** They act with integrity, honesty, and a strong sense of fairness. They take responsibility for their own actions and give credit to the contributions of others.

EXPECTATIONS - The students will learn and practice academic honesty as they develop their ATL (Approaches to Learning) skills. The students will acknowledge the source of their data, works of art, illustrations, photographs, maps, etc. The students will follow the guidelines given by their teachers in citing information, appropriate for their grade level. Citations will include the author, title of the source, date of publication, and page numbers as applicable. Middle school students will cite the source even when the material is paraphrased.

The students will collaborate on activities when directed and reflect on the contribution of each student in that collaboration. The students will also work independently when requested, supported by their teachers and parents in developing academic integrity. All assignments must be authentic - based on the student's individual and creative ideas, with the ideas and work of others fully acknowledged (*From Principles to Practice* 76).

ACADEMIC MISCONDUCT - Academic misconduct is any behavior which results in a student gaining an unfair advantage over another. It includes:

- Plagiarism - representing the work of another as one's own, without acknowledging the source of the information. This includes copying another student's work or using information from another source, even when paraphrased, without citing the source.
- Collusion - allowing one's work to be copied by another
- Duplication of work - the presentation of the same work for different assessment components

- Any other behavior that gives an unfair advantage to a student or affects the results of another student (*From Principles to Practice 94*).

ROLE OF THE SCHOOL

The school will communicate this policy on the school website and will revisit this policy annually to update as needed. The teachers will ensure that students understand the honesty policy and will provide instruction in the ATL skills needed to enable the students to paraphrase and quote information using appropriate citation formats. The school will address incidences of academic misconduct. Consequences may include notification of parents, disciplinary action up to and including suspension. Details are found in the ***Student Discipline*** section of this Handbook. This policy will be reviewed annually by the IB Planning Committee in June. Suggested revisions will be submitted for approval by the principal. New faculty members will be updated on the policy in August.