

This policy is reviewed, reflected upon and revised annually by faculty during pre-planning each school year. Input is discussed and a collective agreement is made regarding any amendments to the policy. The policy is explained to parents and students within the first few weeks of school. Students, parents, and teachers all sign the policy annually.

# Freedom 7 Elementary School

## Academic Integrity Policy (K-6)

---



### Philosophy:

Freedom 7 Elementary School is committed to providing inquiry-based instruction as a catalyst for learning. Teachers and students use concept-based key questions to organize and reflect on transdisciplinary units of inquiry that develop the IB Learner Profile attributes and encourage globally responsible behavior. These essential elements promote world citizenship and lifelong learning in students with academic integrity.

### Purpose:

The purpose of this policy is to ensure a common understanding of the IB academic integrity philosophy, provide expectations and responsibilities for all stakeholders, and use corrective strategies for academic misconduct.

### Practices:

Create a culture of academic integrity by implementing practices that reflect the five fundamental elements of:

1. **Trust** - All students will maintain reliable qualifications to produce valid data.
2. **Honesty** - All students will produce genuine work.
3. **Fairness** - All students will be provided with an equal opportunity to provide an accurate reflection of achievement.
4. **Respect** - All students will properly acknowledge and cite sources used in writing.
5. **Responsibility** - All students must be accountable for their academic activities.

### Roles and Responsibilities:

- **Students**- will be "principled" and expected to act honestly, responsibly and ethically.
- **Teachers** - will provide academic support to develop a clear understanding of acceptable research and citation practices that prevent academic misconduct. Will implement fair assessment policies and practices.
- **PYP Coordinators** - will provide opportunities for teachers to review and discuss policies and practices that lead students to academic integrity.
- **Administrators** - will provide opportunities for professional development in academic integrity for teachers, enforce corrective strategies for academic misconduct, and communicate with stakeholders about the academic policy.
- **Parents** - will provide opportunities for students to work independently at home and practice academic honesty and responsibility with organizational research practices and time management.

This policy is reviewed, reflected upon and revised annually by faculty during pre-planning each school year. Input is discussed and a collective agreement is made regarding any amendments to the policy. The policy is explained to parents and students within the first few weeks of school. Students, parents, and teachers all sign the policy annually.

# Freedom 7 Elementary School

## Academic Integrity Policy (K-6)



### Expectations of all students:

- I will treat other learners with fairness by being responsible for completing my own work.
- I will respect the work of others by equally contributing to group work.
- I will submit my own ideas when working independently on assignments.
- I will accept responsibility for my own academic actions.
- I will complete missing work and meet all deadlines.
- I will do my personal best while working on my own or with others.
- I will complete all assignments and assessments with honesty and integrity.
- I will properly cite the ideas and writing of others when conducting research.
- I will build trust by following the directions of my teachers and cooperating with my classmates.

### Academic Misconduct:

Deliberate behavior that has the potential to result in a student gaining an unfair advantage in the creation and completion of an assignment or assessment. This policy reflects the student behaviors and corrective strategies found in the Brevard Public Schools Discipline Plan. Academic misconduct can include the following transgressions, but is not limited to:

- **Network, Internet, Device Misuse** - accessing other websites without permission.
- **Cheating** - purposely looking at another person's work to find the answers.
- **False Reporting** - purposely reporting information that is not true.
- **Plagiarism** - the representation of ideas, words, or work from another person without proper explicit acknowledgment, including the misuse of the "cut and paste" technique as your own work.

### Corrective Strategies for Academic Misconduct:

- Teacher/ Student Conference
- Parent/ Guardian Contact
- Individual Student Contract/ Plan
- Referral to School Guidance Counselor and/or School Administration

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Teacher Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Mrs. Kathryn Lott**  
*Principal*

**Mrs. Lisa Megown**  
*Assistant Principal*

**Mrs. Jennifer Noe**  
*IB PYP Coordinator*

**Mrs. Lisa Enrique**  
*IB PYP Coordinator*