

Rock Ridge High School

Academic Integrity Expectations

RRHS Honor Statement/Statement of Belief

Rock Ridge High School values a culture of acting with Respect, Integrity, Service, and Empathy (RISE) toward others, their property, and ourselves. As such, mutual trust and academic honesty are essential to a safe and positive school community.

In order to maintain a high standard of both personal conduct and academic excellence, the Honor Code explores the meaning and expectations of academic honesty and integrity for the Rock Ridge community. Like all communities, RRHS can function properly only if its members adhere to clearly established goals and values. In our environment of mutual respect, we expect that our students will make the honorable choice even when not in the presence of others. Our expectation is for our students to be successful while being trustworthy. This honor code is intended to be a guide for students, faculty, and families to follow in regards to academic coursework and personal behavior in the school environment.

Definitions

Academic Integrity

A student with academic integrity understands the practice of being honest and showing a consistent pattern of strong moral and ethical principles, values, and actions. Exemplifying academic integrity can also be defined as understanding the importance of intentional, sincere respect and responsibility to foster a mutual community of trust. To establish this community, students must commit themselves to following the parameters of an assignment and completing their own work to the best of their ability. A student with academic integrity embodies the intrinsic motivation and courage to act even in the face of adversity.

Academic Honesty/Academic Dishonesty

A student with academic honesty understands that doing their best means both doing their own work, and being truthful in the occurrence of academic dishonesty. A student with academic honesty completes assignments without giving or receiving unauthorized assistance of any kind. While all members of RRHS share this responsibility, the Honor Code is designed so that special responsibility for upholding the principle of academic honesty lies with the students. Examples of academic dishonesty include, but are not limited to, those cited below (*Cheating, Plagiarism, Unauthorized Use of AI, Falsification/Fabrication/Lying, etc. sections*).

Cheating

A student with academic integrity understands that cheating is a dishonest act in order to gain an unfair advantage including the actual giving or receiving of any work other than his/her own. Such acts include, but are not limited to the following:

- copying from other student(s) or allowing a student to copy your work;
- talking/signaling during a test or quiz;
- relaying test or quiz contents on to students taking the assessment at another time;
- sharing or copying homework or digital files;
- unauthorized use of study aids/notes/books/data/phones/electronic devices, etc.

Plagiarism

A student with academic integrity understands that plagiarism involves the copying of the language, structure, programming, ideas and/or thoughts of another entity and passing off the same as their own original work. Such acts include, but are not limited to the following:

- internet cut-and-paste;
- having another person, a software program, an online tool or a cell phone app complete a formative or summative assignment or part thereof;
- summarizing, paraphrasing, or quoting without providing proper documentation;
- fabrication of a source or citation.

Unauthorized Use of Artificial Intelligence

A student with academic integrity understands that artificial intelligence (AI) is a tool that presents both opportunities and challenges. A vitally important academic goal is the development of critical thinking skills necessary for meaningful and effective engagement as a productive and responsible community member and citizen. Just as some tools are appropriate for certain tasks and not for others, AI is appropriate in some contexts but not in others. Therefore, students must recognize that their use of AI will be monitored and regulated by instructors. **The default assumption is that, unless otherwise stated by the instructor, use of AI is not permitted.**

However, per teacher discretion, AI may or may not be allowed on part or parts of an assignment. While teachers are responsible for clearly communicating these expectations, students are responsible for following those expectations and self-advocating with questions to address any confusion. **Please note that any unauthorized use of AI is itself a violation of the honor code.**

Falsification/Fabrication/Misleading

A student with academic integrity understands that any invented information, alteration, intentional misrepresentation or omission of information is a violation of the honor code. Such acts include, but are not limited to the following:

- tampering with official records, passes, or any other administrative document;
- misleading or failing to give complete information to a teacher;
- intentionally avoiding class to gain extra preparation time for an assignment, formative assessment or summative assessment
- forgery of official signatures;
- altering an examination or other academic work after the testing period or due date of the assignment.

*Thank you to Briar Woods, Broad Run, Stone Bridge High Schools for their part in developing this document.

Responsibilities and Consequences

Teachers' Responsibilities

Teachers will

1. Commit to the principles of the RRHS Honor Code.
2. Clearly outline and define unacceptable behaviors within the teacher's course syllabi and lessons.
3. Address the degree to which students may collaborate on the completion of assignments, making distinctions where necessary as to assignment types.
4. Clearly outline the responsibility each group member must bear for a collaborative project.
5. Address the use of study aids in course work.
6. Facilitate student discussion on RISE.

Students' Responsibilities

Students will

1. Commit to the principles of the RRHS Honor Code.
2. Report any infractions they have committed or witnessed to a teacher/administrator.
3. Seek help from teachers when struggling with content or when needing additional help with assessments and assignments.
4. Commit to positively influencing an adherence to the honor code through modeling and mentoring.

Honor Pledge

I pledge on my honor that I have not given or received any unauthorized assistance on this assignment/examination.

First Offense

1. The student will be assigned a zero on the assessment.
2. The teacher will have a conversation with the student regarding the infraction and complete the reporting form. This form will verify that the teacher has contacted home to report the offense and the assignment score of a zero. This form will also notify the UMHT/SST, and Honor Society sponsors will review this form. In accordance with bylaws and charters, a student may be removed from membership.
3. The student will be afforded an opportunity to demonstrate mastery for a partial grade.
 - a. Formative Assessment – The student will no longer be eligible for a retake of the unit summative assessment.
 - b. Summative assessment – The student will be provided an opportunity to retake the assessment with a 30% reduction of the retake score.

Second Offense

1. The student will be assigned a zero on the assessment.
2. The teacher will complete the reporting form. This form will verify that the teacher has contacted home to report the offense and the assignment score of a zero. This form will also notify the UMHT/SST, and Honor Society sponsors will review this form. In accordance with bylaws and charters, a student may be removed from membership.
3. The administration will arrange a meeting with parents, teacher and counselor.
4. The students will be required to attend Friday school for a learning session on Academic Integrity.
5. Formative Assessment – The student will no longer be eligible for a retake of the unit summative assessment.
6. Summative assessment – The student will be provided an opportunity to retake the assessment with 50% reduction of the retake score.

Third and Subsequent Offenses

1. The student will be assigned a zero on the assessment.
2. The teacher will complete the reporting form. This form will verify that the teacher has contacted home to report the offense and the assignment score of a zero. This form will also notify the UMHT/SST, and Honor Society sponsors will review this form. In accordance with bylaws and charters, a student may be removed from membership.
3. The administration will arrange a meeting with parents, teacher and counselor.
4. The teacher will refer the student to administration who will assign appropriate disciplinary actions based on the infraction.
5. Formative Assessment – The student will no longer be eligible for a retake of the unit summative assessment.
6. Summative assessment – The student receives a zero on the assessment.