

Clay International Academy Academic Integrity Policy

In order to ensure consistency of expectation and message between MYP at Clay IA and DP at John Adams High school, this policy is heavily adapted from the John Adam High School policy with changes made for age and program appropriateness.

Philosophy and Practice

From *IB Academic Integrity Policy*, Updated March 2023:

Academic integrity is a guiding principle in education and a choice to act in a responsible way whereby others can have trust in us as individuals. It is the foundation for ethical decision-making and behaviour in the production of legitimate, authentic and honest scholarly work.

Expectations should be clearly communicated and modelled at an age-appropriate level so that all IB students understand:

- *their responsibility for producing authentic and genuine individual and group work*
- *how to correctly attribute sources, acknowledging the work and ideas of others*
- *the responsible use of information technology and social media*
- *how to observe and adhere to ethical and honest practice during examinations.*

At Clay International Academy, we aim to develop inquiring, knowledgeable, and caring lifelong scholars by fostering academic, creative and social skills. As the Clay IA community, we strive to embody the IB Learner Profile Attributes. Among those attributes is **principled**, defined by the IB as, “We act with integrity and honesty, with a strong sense of fairness and justice, and with respect for the dignity and rights of people everywhere. We take responsibility for our actions and their consequences.”

We recognize that pressure to succeed, and the increasing access to online content and content generators have made copying, cheating and other unprincipled behaviors seem justifiable, especially in light of the instances when famous people “get away with” and are sometimes even lauded for their unethical behavior.

The purpose of this document is to provide a set of guidelines for ethical academic behavior, expressing both the responsibilities of the school community and any consequences that may arise from an infringement on this policy.

AI and Academic Integrity

With the advent and accessibility of AI technologies, we recognize the potential for both innovative educational use and academic dishonesty. We choose to address AI first as a powerful tool for learning and its responsible use as a critical life skill. Accordingly, we intentionally include instruction and modeling of the responsible use of AI when relevant and to enhance learning.

We also recognize the potential for AI to circumvent opportunities for scholars to seek and reflect on new learning, and to generate and record the synthesis of their own ideas. Our definition of plagiarism now also includes the unauthorized use of AI-generated content without proper attribution. Scholars must disclose the use of AI tools in their work and differentiate between their original thoughts and AI-assisted content. This ensures the integrity of scholars' work and respects the intellectual property rights inherent in AI-generated material. It also ensures that students benefit from the challenge of thinking critically and articulating those thoughts.

Responsible AI Use

- Scholars must utilize AI responsibly and ethically, primarily as a tool for learning enhancement.
- AI should not replace the scholar's original thoughts, ideas, and work.
- Scholars must cite AI-generated content appropriately, similar to citing sources from books, articles, or websites.

Definitions

Academic Integrity

Academic Integrity refers to:

- Proper conduct in relation to the conduct of examinations
- The full acknowledgement of the original authorship and ownership of creative material
- The production of "authentic" pieces of work
- The protection of all forms of intellectual property - which include forms of intellectual and creative expression, as well as patents, registered designs, trademark, moral rights and copyright.

Academic Disintegrity

Academic Dishonesty includes:

- Plagiarism - the representation of ideas or work of another as one's own
- Collusion - supporting malpractice, allowing one's' work to be copied or submitted by another
- Duplication of work - presentation of the same work for different assignments
- and/or ideas, and all other forms of malpractice.

Roles and Responsibilities:

Scholar responsibilities:

- Read and sign the Academic Integrity Agreement (attached) each year of MYP
- Ensure that all work submitted for assessment is authentic, with the work or ideas of others fully and correctly acknowledged
- Comply with classroom and school deadlines

- Understand the definitions of what is considered academic dishonesty
- Understand and use the proper way of citing or acknowledging original authorship of works or ideas depending on the style used in class
- Understand the consequences of academic dishonesty

Parent responsibilities:

- Read and sign the Academic Integrity Agreement (attached) each year
- Encourage their child to practice academic integrity
- Encourage their child to help cultivate a culture of academic integrity at their school
- Understand and accept the consequences of academic dishonesty and malpractice

Teacher responsibilities:

- Begin the semester by reviewing the Academic Integrity Policy and clarifying the definitions and terms within, and revisiting the policy as needed
- Confirm to the best of their knowledge that all work accepted for assessment is the authentic work of the scholar.
- Understand and implement school policies
- Demonstrate and model academic integrity
- Purposefully monitor testing environments
- Report and record academic dishonesty on a discipline referral
- Use and instruct scholars in the use of free plagiarism checkers such as
 - Grammarly Free
 - Plagiarism Detector Free
 - Scribbr Top 10 Free Checkers
 - quetext.com
 - thepensters.com

School Responsibilities:

- Ensure that all scholars, parents and teachers understand what constitutes academic integrity
- Ensure that all policies are posted on the Clay IA website
- Maintain parent contact and participating in the investigation of academic dishonesty and malpractice

Consequences

Incidents of academic dishonesty and malpractice will be addressed by the supervising teacher and other necessary school personnel according to the SBCSC Code of Conduct and the level of and frequency of the incident(s).

Academic Integrity Scholar Agreement

Clay International Academy

I have read and understand the Clay International Academic Integrity Policy. I have sought clarification of any terms or ideas I did not fully understand.

Any assignments and work I turn in for any teacher or class will be my own authentic work, including homework assignments, writing assignments, projects, and assessments.

I will not allow others to copy work I have completed.

I will learn and use the appropriate ways to acknowledge and cite the use of someone else's work or ideas. I will ask for help if needed.

Scholar name: _____

Scholar signature: _____

Date: _____

Parent/Guardian acknowledgement:

I have read Clay International Academy's Academic Integrity Agreement and reviewed it with my child.

Parent/Guardian name: _____

Parent/Guardian signature: _____

Date: _____

Please complete and return to Clay International Academy.