

John T Hoggard Academic Honesty Policy

(In accordance with the John T. Hoggard's Student Handbook/Policy Code 4310 Integrity and Civility 2024-2025)

John T Hoggard Mission Statement

The mission of John T. Hoggard High School is to ensure that all students become productive, responsible, independent, and internationally minded lifelong learners who adapt and succeed in a democratic, diverse, and global environment.

Student behavior expectations are not only rules to follow, but growth opportunities. Through communication, collaboration, and reflection, we equip students to succeed academically, socially, and as responsible citizens in a diverse and global community.

"The John T. Hoggard High School expects students to produce genuine and authentic pieces of work that represent their own abilities. That is, Hoggard High School wants to support "content creators", not "content imitators". Students should give credit where credit is due—so be honest and transparent and recognize how previous work is influencing/supporting your own work." (*Academic Integrity: ibo.org*)

All course teachers, students, and the Administration have access to Turnitin.com as a resource for authenticating work.

John T. Hoggard High School requires adherence to specific conduct in academic affairs. Hoggard's policy code 4310 reads as follows:

Integrity: All students are expected to demonstrate integrity, civility, responsibility, and self-control. This expectation is directly related to the district's educational objectives for students to learn, to be responsible for and accept the consequences of their behavior, and for students to respect cultural diversity and ideological differences.

The following actions are specifically prohibited:

1. **Cheating:** The actual giving or receiving of any unauthorized assistance or the actual giving or receiving of an unfair advantage on any form of academic work
2. **Plagiarism:** Copying the language, structure, idea, and/or thought of another person or of a work produced by artificial intelligence and representing it as one's own original work
3. **Violating Copyright Laws:** The unauthorized reproduction, duplication, and/or use of printed or electronic work, computer software, or other copyrighted material.

Examples of **cheating** include, but are not limited to, the following: copying information from others' work; allowing others to copy information from yours or someone else's work; using unauthorized materials or methods to complete an assignment, including cheat sheets, notes, books, formulas or information in calculators, electronic devices, and other sources; having unauthorized prior knowledge of an assessment; falsifying scientific or other data submitted for academic credit; and choosing to be absent on the due date of a project, paper, quiz, or test.

Examples of **plagiarism** include, but are not limited to, the following: copying and pasting information from a webpage or using Artificial Intelligence in an assignment without permission and proper citation, using images from electronic or print sources without permission and proper citation, and using unauthorized translation services or devices.

Examples of **violating copyright laws** include, but are not limited to, the following: attempting to pass off someone else's work, imagery or technology as your own; purchasing an assignment from another person or technological resource; forging a signature; and tampering with official records.

Consequences: Violation of the John T. Hoggard High School Academic Integrity Policy is an integrity violation. Violations are punishable by a short-term suspension; however, consequences may be reduced or

heightened depending on the presence of mitigating or aggravating circumstances. The John T. Hoggard High School community will adhere to the following actions:

- [The teacher will talk to the student about the violation and coach the appropriate student behavior or action.](#)
- [The teacher will contact the parent or guardian to notify them of the incident](#)
- [The teacher will inform administrators about the incident](#)
- The teacher will write a discipline referral documenting the incident.

Student Statement of Integrity: As a student of John T. Hoggard High School, I understand not only that I am entitled to an honest and exceptional learning environment, but also that I have a personal responsibility to embody and promote honesty, integrity and excellence. I promise to uphold the integrity of the John T. Hoggard learning community and acknowledge that I am aware of the John T. Hoggard High School Academic Integrity Policy, as well as the consequences I invite by violating it.

As a student at Hoggard High School, I understand that the consequence continuum for disengaged academic behavior will result in:

Enforcement of the John T. Hoggard Academic Integrity Policy.

1. The student and parent(s) or guardian(s) will be notified of the “first strike”, and provided with the opportunity to submit an alternate assignment. The offense will be documented as a minor incident in Infinite Campus.
2. Upon a second offense, the student will receive a “0” for the assignment and an office referral to administration. Extracurricular advisors and coaches will be notified.
3. Upon a third offense, extracurricular advisors and coaches will be notified, and the student will be placed on academic probation. Students will also be prohibited from participating in extracurricular activities such as school events, ceremonies, and clubs.

Should the violation occur regarding an assessment being submitted as a final exam, students will be awarded an F, and the teacher will notify the Administration. Administrators will then determine the outcome of the student’s final grade in the course.

I also acknowledge that I will have the opportunity to explain my actions to the course teacher and administrative party when necessary.

X_____

Date:_____

Resources

This policy was adapted from Needham B. Broughton High School Honor Code, Raleigh, NC; General regulations: Diploma Programme (2016), Diploma Programme: From principles into practice (2015), Academic Integrity Policy: Diploma Programme (2023)
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