

Broughton High School Honor Code and International Baccalaureate Academic Honesty Policy

Intent:

The Broughton High School Honor Code promotes a principled community of honesty, integrity and trust that supports student learning and achievement. All students will be asked to sign they will uphold the Broughton High School Honor Code; signatures will be retained by the Broughton faculty. To emphasize the importance of academics and academic integrity, teachers will also be encouraged to place a modified version of the BHS Honor Code on assessments and to obtain student signatures.

The Broughton High School Honor Code reads as follows:

Per Wake County Public School System Board Policy 4310, "Academic honesty is essential to excellence in education....[and e]ach student, parent, family and staff member has a responsibility to promote a culture that respects and fosters integrity and honesty." Students who cheat, plagiarize, falsify, or engage in academic deceit on academic assignments are in violation of the Honor Code policy. Accordingly, the following policy will be used to respond to violations of the Honor Code policy:

- For violations of Policy 4309 I-11: Honor Code, the following will occur:
 - The teacher will talk with the student about the incident, counseling the student about why it is wrong and how to change her or his behavior;
 - The teacher will contact the student's parent or guardian to discuss the incident;
 - Students who are found in violation of the Honor Code policy on practice assignments (per the definition in the school's grading policy) will receive a grade of 0 and not be permitted to complete the assignment;
 - Students who are found in violation of the Honor Code policy on process or product assessments (per the definition in the school's grading policy) will be expected to complete an alternative assessment determined by the Professional Learning Team (PLT). The student must complete the alternative assessment within one week (5 calendar school days) from the time the student is provided the alternate assessment. If a student fails to make up the alternative assessment, the student will receive a grade of 0;
 - The submitted alternate assessment will be graded by the teacher at a standard consistent with the original work; however, the student will receive credit equivalent to not less than 50% of the original value of the work.
 - The teacher will write a discipline referral explaining the incident;
 - The administrator will assign the student the appropriate discipline consequence, and the discipline referral will remain on record. As appropriate, for students with previous violations of the Honor Code, the administrator will review the student's previous violations and determine appropriate grade and disciplinary consequences based on the number and severity of previous offenses; and
 - Per the WCPSS Honor Code policy, "Violations...may impact eligibility for school privileges including but not limited to athletic participation, honors, or awards. Further, this policy does not prevent consequences from being imposed by other organizations or regulations."
- For violations of Policy 4309 II-1: Falsification or Deceit, the following will occur:
 - All steps described above for violations of the Honor Code will be followed; and
 - An administrator will assign the student a disciplinary consequence appropriate for violation of a Level II Code of Conduct rule, which may include suspension from school.

Responsibilities of Teachers:

- To maintain and support the academic integrity of the school community
- To present clearly the Broughton High School Honor Code to all students
- To include the Student Statement of Integrity or a modified version of it on any assignments deemed appropriate
- To maintain the integrity of all assessment processes by monitoring testing situations, changing assignments from year to year, and developing multiple versions of assessments if necessary
- To explain the use of permissible study aids
- To highlight issues of academic integrity through ongoing classroom discussion
- To instruct students in proper research techniques, including note-taking strategies and citation methods
- To adhere to the consequences as written
- To check student papers for plagiarism using technological software or other appropriate means

Responsibilities of Students:

- To maintain and support the academic integrity of the school community by completing all assigned work and assessments according to the stated policies and without cheating, plagiarism or fraud
- To understand the Broughton High School Honor Code and the potential consequences
- To understand the assignments you are given, the processes necessary to complete those assignments, and the individual teacher's expectations

Responsibilities of Administrators:

- To maintain and support the academic integrity of the school community
- To adhere to the consequences as written

Interpretation of the Broughton Honor Code within the Broughton IB Programme:

The BHS Honor Code aligns with IB Diploma Programme expectations and is fully applicable to all IBDP students.

The school has taken the following actions to implement the academic honesty policy:

- The IB Diploma Academic Honesty Policy will be continually evaluated by IB teachers and will be officially reviewed and updated yearly in a meeting of IB Diploma faculty members. It will also be available publicly to students, their families, and other interested parties via the Broughton IB website and presented to students and their families during meetings regarding the program.
- IB Diploma staff instruct all DP students in the interpretation and practice of academic honesty in each of the subject courses. Students also receive instruction and guidance regarding these issues in their IB core courses across both years.
- In TOK, students engage with lessons surrounding questions of the philosophical and educational purposes of the practices of academic integrity, and how these questions play out differently across the areas of knowledge.

The school has taken the following actions to communicate the academic honesty policy to teachers, coordinators, students, librarians, counselors, and parents. This is achieved through:

- the school website
- the class-specific DP websites
- school-wide lessons during Advisory periods for all students in the school
- staff meetings, led by DP coordinators
- parent meetings with IBDP parents
- subject-specific lessons in all six groups

Students have access via the school-based IB website to appropriate student guides for all subject-based assessments and the IB core. All subject teachers and Extended Essay supervisors all receive copies of the appropriate subject guides and face-to-face guidance from coordinators regarding the implementation of the IB academic honesty policy.

Students who commit academic malpractice within the IB programme will be subject to the full academic and disciplinary consequences of the BHS integrity policy, as detailed in the Student Handbook. Further, IB coordinators reserve the right to send official communication to colleges, universities, and scholarship institutions regarding specific instances of academic malpractice.

In addition to school-based consequences, students who engage in collusion, plagiarism, or malpractice on formal IB internal and/or external assessments will be subject to investigation by the IB. Infractions on these assignments are an automatic failing condition for the particular IB course score and for the overall IB Diploma.

The coordinators in the Broughton Diploma Programme ensure the security of all forms of assessment in the DP. Exam papers are stored in a locked cabinet within a locked examination storage facility. Candidates have no access to exam materials until the appropriate time for examinations. All requirements with regard to internal and external assessment security are robustly followed. DP subject teachers are specifically instructed on subject-appropriate measures for internal assessment policies and procedures regarding student collaboration and the appropriateness of student behavior for each internal assessment.

Policy Acknowledgement

At the beginning of each school year, students will work with the IB Coordinators to review and discuss the program policies that are available on the Broughton IB website. Students will sign the following statement to indicate their understanding. “I have reviewed the Academic Honesty, Assessment, Language, and Special Needs policies that are available on the Broughton IB Programme website, and I understand that these policies outline my rights and my responsibilities as an IB student. I understand fully and will abide by each of these policies. I also understand the negative consequences for infractions. Furthermore, by signing this statement, I acknowledge that all work that I submit to my teachers, IB coordinators, other school faculty members, the Managebac site, and the IB for internal or external assessment, including via eCoursework, is indeed authentically mine.”