



Academic Integrity Policy

Principle Years Programme

Our Philosophy

At Briarmeadow Charter School, we recognize and honor all learners as individuals with unique learning needs and valued learning outcomes. We promote an academic culture designed around the Learner Profile attributes. We encourage students to be open-minded thinkers and explore and learn from a variety of sources. Students are expected to be caring and principled communicators as they recognize the contributions of others. As a Houston ISD and IB PYP school, Briarmeadow Charter School expects students to demonstrate age-appropriate academic integrity and ethical decision-making.

At Briarmeadow Charter School, we provide students with developmentally appropriate instruction and guidance on academic integrity that builds throughout their years in the programme. This includes instruction in the following areas throughout their PYP years:

- Communicating their ideas with others
- Collaborating with others
- Recognizing the contributions of others
- Research Skills (Approaches to Learning)
- Ethical behavior during assessments
- Paraphrasing the work of others
- Citing and crediting sources



Role of the School

- Adhere to all district and state policies
- Create essential agreements with students that include respecting the work and contributions of others
- Assure students understand the importance of academic integrity and what academic integrity looks like at their developmental level
- Provide instruction of and resources for assessment privacy, paraphrasing sources, grade-level appropriate citation, and representing your own work
- Model academic integrity in presentations and lessons
- Communicate any concerns regarding academic malpractice with all stakeholders and address matters of academic dishonesty
- Review the academic integrity policy on a regular basis and revise if necessary
- Teachers and Library Media Specialist: Teach students to write a bibliography and/or works cited list in a developmentally appropriate fashion
- Teachers and Library Media Specialist: Teach MLA and/or APA format if needed and when appropriate

Role of the Learner

- Adhere to all district and state policies
- Engage in inquiry by asking their own questions and formulating a plan for research
- Complete all assignments and learning experiences in a principled manner
- Review work before submission to check for any academic malpractice



- Report any academic malpractice to their teacher or another trusted staff member
- Use all resources, including the internet and online school communication channels responsibly and only for their intended academic purposes

Role of the Parent and Guardian

- Reinforce the importance of academic integrity and ethical decision-making
- Report any academic malpractice to the teacher or school
- Maintain boundaries and expectation for student ownership of any at-home assignments
- Utilize online communication channels (Bloomz) responsibly and for their intended purposes only

Consequences of Academic Malpractice

Any case of breach of academic dishonesty will be dealt with by procedures that ensure:

- equity
- procedural fairness
- academic success and review of the learner profile attributes

When addressing issues of academic dishonesty, the first step will be an investigation at the campus level. Issues are first investigated and addressed by the classroom teacher. As practitioners of the Learner Profile, students regularly engage in reflection throughout their day. In the instance of academic malpractice they will complete a reflection (written, if



developmentally appropriate) and the teacher will communicate any concerns with the parent or guardian. Additional instruction may be given and if necessary, additional relevant consequences including resubmitting an assignment, will be determined by the teacher and student together. In more serious incidents or in the case of repeat offenses, members of the pedagogical leadership team may become involved to ensure that students are supported in submitting honest, high-quality work.

Communication of the Academic Integrity Policy

The Academic Integrity Policy will be shared with and reviewed by staff on an annual basis at the beginning of the school year. It will be reviewed with students during the first weeks of school as classrooms write their essential agreements and throughout the year when the relevant opportunity arises. It will be shared with parents and other stakeholders during open house as well as posted on the school communication platform (Bloomz).