Roberts Elementary Academic Integrity Policy

At Roberts Elementary we encourage all students to demonstrate principles of *Academic Honesty* as an essential part of their involvement in the Primary Years Programme. Academic honesty is promoted to instill integrity, assist in character development and to develop principled students. As a school community we promote academic honesty in a positive and practical way across our school and stress the benefits of properly conducted academic research and a respect for the integrity of all forms of work. We encourage our students to be:

- **Inquirers** – who acquire the skills necessary to conduct inquiry and research
- **Knowledgeable** – who explore concepts, ideas, issues and perspectives
- **Principled** – who act with integrity and honesty, take responsibility for their own actions
- **Open-minded** – who are accustomed to seeking and evaluating a range of points of view
- **Risk takers** – who are articulate in defending their beliefs.

This policy reflects the attributes/qualities of the IB Learner Profile that Roberts Elementary strives to develop and are inherent in Robert’s Mission Statement:

*Roberts Elementary strives to develop leaders in a global society who are inquiring, knowledgeable, and caring young people with a sense of community, respect, and tolerance for diversity, and a love of learning.*

**Practices, Roles and Responsibilities**

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<th><strong>Teachers will:</strong></th>
<th><strong>Students will:</strong></th>
<th><strong>Parents will:</strong></th>
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<tr>
<td><strong>Standard Practices:</strong></td>
<td>- Create essential agreements for group and individual work</td>
<td>- Follow classroom’s essential agreements for group and individual work to act with integrity and honesty consistently</td>
<td>- Support and understand the school policy regarding consequences regarding unethical decisions and actions</td>
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<td>- Adhere to District policy regarding education technology, data, internet safety and security, copyright laws and compliance</td>
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<td>- Receive updates on academic integrity guidelines through multiple channels determined by leadership team</td>
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<td>- Model and teach best practices and consequences</td>
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Promote authentic work in the classroom - copyright laws and compliance - Understand consequences of unethical decisions and actions - Model and provide consistent reminders about the importance and meaning of academic honesty

**Testing Practices:**
- Actively monitor testing and provide verbal feedback
- Ensure appropriate testing environment
- Provide explicit testing instructions
- Report any testing violations or unethical behavior to administration
- Practice integrity during testing
- Report any testing violations or unethical behavior to the teacher
- Adhere to testing guidelines provided by the teacher and ask for clarification when needed
- Remind student of appropriate behaviors during testing
- Report any testing violations or unethical behavior to the teacher

**Research Practices:**
- Teach and implement research guidelines using Independent Investigation Method (IIM), a school wide process
- Provide tools to students for maintaining academic integrity during research (e.g. citation tools, safe research sites, etc.)
- Demonstrate the ethical use of sources
- Learn to synthesize, summarize and paraphrase information
- Cite the sources of information that are used according to grade level guidelines
- Utilize teacher-provided tools to cite sources in research when developmentally appropriate
- Support the ethical use of sources

**Remediation:**
When addressing issues of academic dishonesty, the first step will be a conversation with the student about appropriate ethical behavior (could include redoing the assignment or test), the next step will be parent and/or leadership involvement that may lead to an academic/behavioral contract.

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