

SKYLINE ACADEMIC HONESTY POLICY



At Skyline High School

we aim to develop

honorable,

thinking,

skillful citizens

who possess

integrity,

act with honor and pride,

and

pursue scholarship

and

excellence

in the service of humanity.

Forgery, Lying, Cheating, Plagiarism and Misuse of Documents -

Students shall tell the truth, shall present themselves honestly and shall not forge any signature or make any false entry or alteration of any document, either paper or electronic, used or intended to be used in connection with the operation of the school.

A student shall not attempt to earn credit or receive a grade for coursework in a manner other than defined as acceptable by the teacher. Cheating/plagiarism include, but are not limited to, copying another's work to use as one's own or making an effort to distribute class assignments or test information without teacher permission to others (written or verbal).

A student shall not open or alter official school documents and private documents, either paper or electronic.

- 1st Offense- Depending on severity of the offense, Short Term Suspension (1-10 days); Long Term Suspension (11-90days); Emergency expulsion; Police may be notified
- Multiple Offenses Long Term Suspension (11-90 days); Police notified

Academic Integrity/Honesty Regulation:

Academic integrity speaks to a student's commitment and responsibility to pursue scholarship honestly. It respects the concept that learning is the primary purpose of education, secondary to grades and credits.

Academic dishonesty is defined as any action or attended action that may result in creating an unfair academic advantage for the student him or herself, or an unfair academic advantage or disadvantage for any other student. A student shall not receive a grade for coursework (tests, quizzes, assignments, discs, projects, essays) in a manner other than defined as acceptable by each instructor.

Academic integrity violations are tracked throughout a student's entire high school career (grades 9 – 12). Academic integrity violations include, but are not limited to:

- Plagiarizing or submitting any part of another person's work as representing one's own scholarship.
- Distribution/sharing of class assignments or test information in either written or verbal form to another student without teacher permission.
- Unauthorized Collaboration – working with others without the specific permission of the instructor on assignments that will be submitted for an individual's grade. This applies to in-class or take-home assignments/homework, projects, tests, or labs.
- Collusion – supporting the lack of integrity/honesty by another student, as in allowing one's work to be copied or submitted for assessment by another. Collusion also includes the use or sharing of

identical or highly similar passages of one's own work, or the work of another, unless specifically authorized by the teacher.

- Cheating – using notes or other materials without a teacher's permission on tests and assignments.
- Technology Malpractice – any misuse or abuse of private or public technology in relation to grades or in acquiring an academic advantage, including infractions of the school technology user agreement, language translation websites, cell phone messaging or picture transmission.

Students are required to acknowledge receipt of and reading of the Student Handbook in acknowledgement that they understand the above policy.

Students and parents sign an agreement with us annually. Teachers also regularly share the same policy in their syllabi. Thus most students have three exposures in most cases.

Consequences for Violation of Academic Integrity/Honesty:

The degree or level of violation of the academic integrity/honesty, including specific circumstances, will be weighed in each case. Depending upon the severity of the violation, consequences may be accelerated even for a first time offense.

Standard Consequence for 1st violation is:

- Failing grade for the assignment/ test/project
- Possible short-term suspension
- Parent contact

Standard Consequence for 2nd violation ranges from:

- Failing grade for the assignment/test/project
- Parent contact
- If the violation occurs in the same grading period as the first violation: Loss of credit with a failing grade and possible withdrawal from the course, including a reduction and possible rearrangement of the student's academic schedule
- Possible short-term suspension
- *Please note – if the course in which the student receives a failing grade is a graduation requirement, the student will need to take responsibility to make up the course on their own, i.e. summer school, correspondence course, etc. as approved by the student's counselor.*