

# Academic Honesty Policy



**Parkway Middle School**  
An IB World School  
Kissimmee, Florida  
The School District of Osceola County



## Philosophy

The students and staff at Parkway Middle School believe honesty and integrity are an integral part of the school culture and climate. We stand united with the International Baccalaureate Organization and believe that academic honesty must be seen as a set of values and skills that promote personal integrity and good practice in teaching, learning and assessment. In order to meet the standards of academic honesty our school community is encouraged to embrace and exemplify the traits of the IB Learner Profile that demonstrate the academic honesty that we strive for at Parkway Middle School.

## Students who demonstrate Academic Honesty are:

**Inquirer** - One who possesses the skills to conduct inquiry, research, and show independence in work.

**Knowledgeable** - One who explores concepts across a broad and balanced range of disciplines.

**Principled** - One who acts with integrity and honesty and takes responsibility for their own actions.

**Open-minded** - One who is open to other perspectives and evaluates a range of points of views.

**Risk Taker** - One who has the independence to explore new ideas and strategies.

**Communicator** - One who can express ideas and concepts clearly and articulately.

It is through these qualities that exemplary academic practices will be established in and out of the classroom. Such practices will be introduced, modeled, and encouraged in each classroom and all areas on campus.

## Definitions

Parkway Middle School students are expected to exercise academic honesty in all their work, including the acknowledgement of any sources within any assignment. Academic dishonesty includes any behavior that constitutes malpractice. All students have the right to pursue an education free from the problems caused by any form of intellectual dishonesty; therefore, it is Parkway Middle School's responsibility to communicate clearly to the student the expectations of membership in Parkway's Middle Years Program.

The International Baccalaureate Organization, as well as Parkway Middle School, define malpractice as **“behavior that results in, or may result in, the candidate or any other candidate gaining an unfair advantage...”** and includes:

**Plagiarism** - The representation of ideas or work of another person as the student's own.

**Collusion** - Supporting malpractice of another student, as in allowing one's work to be copied or submitted for assessment by another.

**Duplication of work** - The presentation of the same work for different assessment components and/or course requirements.

**Any other behavior** that gains an unfair advantage for a student or that affects the results of another student.

Parkway's community must also acknowledge the concepts of intellectual property and authentic authorship. While these concepts may take many forms, we have provided our interpretation of the organization's definitions.

**Intellectual Property** - The rights to intellectual property varies from patents, registered designs, trademarks, moral rights and copyright and are usually protected by law; however, all forms of intellectual and creative expression will be respected at Parkway Middle School. The School District of Osceola County, Florida has policies and filters in place which prevent plagiarism and illegal activity of students and these policies are supported by Parkway Middle School.

**Authentic Authorship** - It is expected that all work will be the student's individual and original ideas with the ideas and work of others fully acknowledged. All assignments and assessments must wholly and authentically use that student's own language, expression and ideas.

All students must understand that any form of plagiarism is not acceptable, whether the act was intentional or not. These values and beliefs are equally applicable to all eight subject areas. It is understood, particularly in the Arts, that there are situations where interpretations of another's work in acceptable; however, the original source must be cited appropriately.

### **Acknowledging Original Authorship**

In order to ensure consistent and reliable conventions for citing resources in all eight subjects throughout the campus, Parkway has adopted the Modern Language Association (MLA) format. The MLA Handbook for Writers of Research Papers, now in its eighth edition (2016) is available in our Media Center. Online resources are available at [www.mla.org](http://www.mla.org) or <https://owl.english.purdue.edu/owl/section/2/11/> All teachers and staff members support the use of MLA and will provide necessary instruction to all students in order to make certain the format is being used with fidelity. The librarian provides resources for all teachers and

students on issues of plagiarism, copyright and other ethical issues. Parkway's librarian is available for validating sources, locating, evaluating and using information to help students find and use reliable information from a variety of sources. Additionally, all parents are encouraged and expected to support their student and the teachers in order to maintain academic honesty.

Students who have questions regarding whether or not something constitutes plagiarism have a responsibility to consult with the teacher prior to submitting the work/assignment.

## **Collaboration**

Throughout the Middle Years Program at Parkway Middle School, there will be circumstances when collaboration is permitted, encouraged, or required. In such situations, it is critical to understand the difference between collaboration and collusion. All student work submitted must be produced independently, despite the fact that it may be based on the same or similar data as other students in the group. The substance of the piece of work must be written in the student's own words; otherwise, the piece will be considered collusion, the teacher will identify it as such, and consequences will be provided.

## **Consequences**

Parkway Middle School is a PBIS (Positive Behavioral Interventions & Supports) school. As such, appropriate student behavior and action will be rewarded accordingly. Parkway Middle School considers academic dishonesty to be a serious offense and will not tolerate any intentional acts of malpractice. According to The School District of Osceola County, Florida, Cheating (CHT)/Dishonesty (DIS) is defined as “the act of inappropriately and deliberately distributing or using information, notes, materials, or work of another person in the completion of an academic exam, test, or assignment” and “not telling the truth”. This is a Level 4 offense and requires confiscation of the item (assignment). The severity of the offense will be determined by the Head of School (principal) and the MYP Coordinator based on the IBO definitions provided. Optional consequences include parent contact and/or conference, verbal reprimand, behavior contract, strictly supervised study, loss of credit for work, teacher detention, administrative detention / Saturday School, counseling, in-school suspension and short-term out-of-school suspension.

## **General Guidelines**

The Middle Years Program at Parkway Middle School endeavors to develop the individual talents of young people and teach them to relate the experience of the classroom to the realities of the outside world. Beyond intellectual rigor and high academic standards, strong emphasis is placed on the ideals of international understanding and responsible citizenship. The ideal profile of an MYP student at Parkway is that of a critical and compassionate

thinker, an informed participant in local and world affairs, who values the shared humanity that binds all people together while respecting the variety of cultures and attitudes that makes for the richness of life. Thus Parkway Middle School has a responsibility to foster students who maintain academic excellence and we expect the following from our academically honest MYP students:

- Complete his/her own work
- Work collaboratively without committing collusion
- Appropriately cite any and all references throughout the text and in a bibliography
- Understand what constitutes any form of malpractice and avoid any such act
- Identify to school officials (Principal, Assistant Principal, Dean of Students, MYP Coordinator) any student that is not academically honest
- Abide by all school, class, and academically honest guidelines

# Student Declaration of Academic Honesty



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Parkway Middle School MYP students are expected to demonstrate high standards of academic integrity and exemplary conduct. Parkway's Middle Years Program places a strong emphasis on responsible citizenship and ethical behavior. Therefore, the Middle Years Program faculty and staff, as well as the administration of Parkway Middle School, expect a commitment from Middle Years Program students to maintain academic honesty and exemplary behavior.

## Student Pledge

- I understand that it is the expectation of the International Baccalaureate Organization and Parkway Middle School that all work presented and submitted is my own.
- I will actively participate in collaboration and refrain from the act of collusion.
- I will accurately and appropriately acknowledge any assistance given to me and/or any references used.
- I understand what constitutes as malpractice and will avoid any such acts.
- I know that I must report any acts of malpractice committed by others.
- I realize that I have a responsibility to maintain academic honesty to solidify and authenticate my educational experience and the grades that I earn for my work.
- I commit to allowing myself and my peers to benefit from the international education I am receiving at Parkway Middle School.

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Student Signature

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ID#

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Date