



ARROYO SCHOOL

An International Baccalaureate World School



**Arroyo is an authorized IB Primary Years Programme school.*

Arroyo is a candidate school for the International Baccalaureate (IB) Middle Years Programme and pursuing authorization as an IB World School. IB World Schools share a common philosophy—a commitment to improve the teaching and learning of a diverse and inclusive community of students by delivering challenging, high quality programmes of international education that share a powerful vision.*

Academic Honesty and Integrity Policy

Through reflection and inquiry, we strive to be an action-driven community of knowledgeable and caring world-changers.

Philosophy

Arroyo School, in accordance with the International Baccalaureate Organization, recognizes that academic integrity is essential in the development of students into principled, knowledgeable, and caring world-changers. Throughout their time at Arroyo, students will receive support in understanding that academic integrity is important in their development which starts early in the Primary Years Programme and is reinforced during the Middle Years Programme.

The Arroyo community expects that all students will possess and demonstrate honesty, trust, fairness, respect, and responsibility in their learning through the Learner Profile Attributes:

1. Principled – We act with **honesty, fairness, and responsibility**. We always complete our tasks ethically and make sure that our work is always our own.
2. Communicators – Communicate **responsibilities** and expectations clearly in order to maintain **trust** amongst all members of the learning community.
3. Caring - We **respect** others' work by quoting, citing, or paraphrasing appropriately. We respect others' contributions.

Definitions of terms used when discussing academic misconduct

Academic Integrity - A guiding principle in education and a choice to act in a responsible way whereby others can have trust in us as individuals...in the production of legitimate, authentic and honest scholarly work (IBO 2019).

Academic Misconduct- IB defines academic misconduct as “behavior that results in, or may result in, the student or any other 1 student gaining an unfair advantage in one or more assessment

component.”

Intellectual Property-Intellectual property is defined as ideas or work of another person, including professionals and students.

Authentic Authorship-Authentic authorship is defined as a student’s piece of work based on his/her “individual and original ideas with the ideas and work of others fully acknowledged” (Academic Honesty). Students may use resources that support their ideas, but they must also correctly cite the source.

Plagiarism - The representation, intentionally or unintentionally, of the ideas, words or work of another person without proper, clear and explicit acknowledgment (IBO 2019).

Cheating - A variety of behaviors used to gain an unfair academic advantage, including:

- Use of electronics to obtain answers
- Using notes in a test without permission
- Having someone else complete work for you

Collaboration and Collusion-Collaboration is a crucial skill that all people need in the real world. Collaboration is defined as cooperative work with other students on academic tasks—with individual components assigned to each student. Students are not allowed to collaborate unless the teacher has assigned a collaborative task or has approved student requests for collaboration. In contrast, collusion is defined as behavior that provides another student with help in cheating (such as forging documents, helping copy documents or assignments for another student, taking an assessment for another student).

Citation and Formatting-Arroyo students will use the MLA citation format for all of their MYP coursework. Teachers will ensure that they teach students how to currently use in-text citations as well as works-cited page to give credit to original authors.

Examples of in-text citations:

- According to Smith and Morrison, MLA is the second most popular citation style (17–19).
- APA is by far “the most used citation style in the US” (Moore et al. 74), but it is less dominant in the UK (Smith 16).

Examples of works-cited citations:

- Morrison, Toni. *The Bluest Eye*. Vintage International, 2007.
- Coates, Ta-Nehisi. “The Case for Reparations.” *The Atlantic*, Jun. 2014, www.theatlantic.com/magazine/archive/2014/06/the-case-for-reparations/361631/.

Consequences for Academic Dishonesty

In the event that a student does not adhere to the Academic Integrity Policy, Arroyo utilizes a progressive discipline model to assign consequences.

1st offense: Meeting with teacher, student reflection, student may be asked to redo the work

2nd Offense: Call home, score of 0 on assignment, office discipline referral

3rd offense: Call home, score of 0 on assignment, office discipline referral, possible parent conferences and/or additional consequence from administrator

Rights and Responsibilities

Teachers and staff support academic integrity by:

- Explicitly teaching students the five fundamental aspects of academic integrity (honesty, trust, fairness, respect, and responsibility)
- Teaching the Approaches to Learning skills, which support academic integrity (research, communication, thinking, social, and self-management)
- Explicitly teaching the MLA citation style to students
- Modeling academic integrity by acknowledging the work of others
- Taking action when there are violations of academic integrity

Students support academic integrity by:

- Developing the Learner Profile Attributes
- Taking responsibility for their own work
- Producing original work and ideas
- Giving credit to used sources (partners, group members, books, websites) using an MLA format
- Recognizing the difference between individual and group work

Parents and families support academic integrity by:

- Encouraging students to be principled and honest with their school work
- Staying up to date with their students' work, goals, and progress
- Understanding Arroyo's Academic Integrity Policy

Policy Review Process

The Arroyo leadership team, classroom teachers, and parents are involved in the development, agreement, and review of the Academic Integrity Policy. The Academic Integrity Policy is available for the learning community to access on our website, the parent handbook, and the school office. All Arroyo staff are responsible for communicating this policy to the learning community. The policy is reviewed yearly.

Bibliography

IBO. 2019. Academic Integrity Policy. Geneva, Switzerland. International Baccalaureate Organization.