



St. Paul Catholic Secondary School

Academic Honesty Policy



[Academic Integrity](#)

[Policy Rationale](#)

[Expectations and Responsibilities](#)

[School Leaders](#)

[Programme Coordinators](#)

[Staff](#)

[Students](#)

[Parents and Legal Guardians](#)

[Procedures for Addressing Academic Misconduct](#)

[Sources and Supporting Documents](#)

Academic Integrity

Academic integrity is a guiding principle in education and a choice to act in a responsible way whereby others can have trust in us as individuals. It is the foundation for ethical decision-making and behaviour in the production of legitimate, authentic and honest scholarly work.

Academic Integrity, p. 3

Academic honesty in the Diploma Programme (DP) is a set of values and behaviours informed by the attributes of the learner profile. In teaching, learning and assessment, academic honesty serves to promote personal integrity, engender respect for the integrity of others and their work, and ensure that all students have an equal opportunity to demonstrate the knowledge and skills they acquire during their studies.

Diploma Programme, p. 33

Policy Rationale

Academic integrity is fundamental to ensuring fairness, maintaining trust and credibility, and developing respect for others (*Academic Integrity*, pp.5-6).

Cultivating principled, caring, and balanced learners requires building a sense of integrity in student work and respect for the ideas, efforts, and creations of others (*IB Learner Profile*).

Expectations and Responsibilities

School Leaders

St. Paul administrators must adhere to all IB requirements for the prevention of student academic misconduct as well as school maladministration. St. Paul school leaders must ensure that examinations and assessments are conducted according to the expected guidelines (*Academic Integrity*, p. 9).

Programme Coordinators

The programme coordinators are responsible for the overall supervision of all academic processes at the school. They must maintain strong communication with teachers, students, and parents (*Academic Integrity*, pp. 11-12).

Staff

Teachers are responsible for understanding the IB course requirements and seeking support and training if necessary. Staff are expected to guide students toward developing a conscientious and responsible attitude to learning. Teachers are expected to create a supportive classroom environment in which they provide students with the tools to identify and prevent academic misconduct (*Academic Integrity*, pp.13-14).

Students

With the guidance of IB educators, students are responsible for understanding the school's policies, report acts of misconduct, complete all coursework and examinations with academic integrity, reference all directly or indirectly cited sources, demonstrate appropriate Internet and social media conduct, refrain from seeking or sharing examination responses, and abstain from sharing their work with other students or providing excessive assistance to their peers (*Academic Integrity*, pp. 15-16; *Diploma Programme*, p. 33).

Parents and Legal Guardians

Parents and legal guardians are expected to reinforce the importance of academic integrity. They are responsible for understanding the school policies and procedures as well as supporting their children in this understanding (*Academic Integrity*, pp. 17-18).

Procedures for Addressing Academic Misconduct

Cases of maladministration and student academic misconduct must be addressed by the teacher and reported to the parents and administration. Depending on the severity of the infraction, penalties may include an option to resubmit the assignment, academic penalty for the assignment, or an escalation to the IBO for further investigation. If an investigation is conducted and the student(s) is found guilty of academic misconduct, an academic sanction such as matrix penalties, resubmission of coursework or rewriting of examination, change in registration category, or expulsion from the programme, may result (*Academic Integrity*, pp. 24-26).

Sources and Supporting Documents

[*Academic Honesty in the Diploma Programme*. Brochure. IBO.](#)

[*Academic Integrity*. IBO. October 2019.](#)

[*Diploma Programme: From Principles into Practice* IBO. April 2015.](#)

[*Effective Citing and Referencing*. IBO. August 2014.](#)

[*IB Learner Profile*. IBO. 2017.](#)