

Academic Integrity

Purpose

Ridgeview Charter Middle School is dedicated to the development of the whole student and believes in fostering academic integrity as a foundation for life-long learning. IB learners value and uphold the principles of honesty, trust, responsibility, respect, fairness, and personal honor. IB students, faculty, staff, and parents strive to make these principles evident in all aspects of their lives.

At the start of each school year, through homeroom class, students sign a pledge of academic honesty. The pledge is intended to engage kids and encourage them to own their learning.

Definitions of Academic Dishonesty

Academic misconduct is any act that can give unfair academic advantage to a student, his grades, or his records. Such acts include academic fraud, plagiarism, offering or using unauthorized assistance or resources in the completion of class-related work, refusal to comply with Ridgeview's testing environment expectations, and cheating. Cheating is any dishonesty, written or verbal, tacit or implied and includes collusion, sabotage, falsification, or involvement in giving or receiving unauthorized help.

The following specific acts are considered infractions of academic honesty, but acts of academic dishonesty are not limited to the list below:

Academic Fraud

1. Submitting work from a previous class in a current class (old essays, old lab reports, old projects, old notebooks, past tests, etc.).
2. Using any graded material (notebooks, tests, essays, lab reports, homework, or other graded assignments from another student, previous or current) without teacher's permission and direction.
3. Manufacturing or creating data or sources.
4. Discussion of the content of tests or evaluations to other students outside of class or between classes until every student has been tested.

Teacher Reporting

Within 24 working hours of identifying an instance of honor code violation, the teacher shall conference with the student to ascertain the validity of the potential honor code and to ensure that facts align. If the instance is a likely issue of alleged honor code violation, the teacher will notify the parent/guardian and assistant principal. All violations of the honor code will be investigated by the assistant principal.

Consequences:

- A. On major assignments, defined by the teacher, the student will receive a zero.

B. On minor assignments, defined by the teacher, a student may receive a zero on the assignment, may have a chance to resubmit the assignment without penalty, or may have a chance to resubmit the assignment with a penalty, which will also be determined by the teacher.

C. The assistant principal will document the Honor Code Violation in eSchoolPlus as an academic offense on the discipline record.

D. One or more of the following consequences **may** result:

1. Ineligibility for school awards/scholarships/leadership positions for the academic year.
2. Demotion from positions held in clubs, organizations, including athletics.
3. Suspension and/or removal from clubs and activities as outlined in either national or local school constitutional by-laws or guidelines, including athletics.
4. Consequences may be adjusted based on the discretion of the Principal.

Appeals

A student who feels wrongly accused of an Honor Code violation may appeal and must complete and submit a written appeal within five school days. Written appeals must explain, in writing, and provide evidence that the student has been wrongly accused. The school administration will carefully evaluate the appeal and determine whether to uphold or overturn the Honor Code violation.

Student Reporting

Students may report violations of the honor code to teachers, a counselor, or an assistant principal and may anonymously report violations. Anonymity and confidentiality cannot be guaranteed but will be protected to the maximum extent possible. All violations of the honor code will be investigated by an assistant principal. Appeals can be submitted to the RCS's Honor Council.

Go to <http://www.boarddocs.com/ga/fcss/Board.nsf/goto?open&id=8RSRU76F9FB4>

This policy is reviewed by the school administration biennially. The next scheduled review is January 2021.

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