

MYP Academic Honesty Policy

Examples

Brookside Middle School has defined examples of academic misconduct below:

- **Collusion:** Also known as being an accomplice to cheating, is defined as behavior that provides another student with help in cheating.
- **Plagiarism:** Using words, ideas, or products which belong to another person or source, without giving credit to the source from which it was taken.
- **Duplication of Work:** Turning in the same work for different assessment tasks or subject areas.
- **Cheating:** Behavior that results in a student making a deliberate choice to gain an unfair advantage in an assessment situation. Cheating includes: copying another student's work (with or without their knowledge), copying assessment tasks, forgery, using unauthorized notes during assessment.

Expectations

Use Authentic Authorship

A list of free citation sources to help students accurately acknowledge the intellectual property of others using MLA and or APA format follows:

Citation machine

<http://citationmachine.net>

Easy bib

<http://www.easybib.com>

Workscited4u

<http://www.workscited4u.com>

Procedure for Violation

If the Academic Honesty Policy is violated, then the following will take place:

1st Offense

- The teacher will notify the parents and/or guardians of the incident.
- The student may be asked to redo the assignment or an alternative assignment. (Grade may be reduced at the discretion of the teacher).

2nd Offense

- Administration will meet with student and notify the parents and/or guardians.
- The student may be asked to redo the assignment or an alternative assignment. (Grade may be reduced at the discretion of the teacher/administrator).
- The student will receive After School Detention and write a reflective letter regarding Academic Honesty.

3rd Offense

- Discipline referral will be written.
- The student may be asked to redo the assignment or an alternative assignment. (Grade may be reduced).