

IB Academic Integrity Policy—Revised 2022-23

At Port Moody Secondary, we share the belief that academic integrity is part of the development of an ethical culture throughout our school. Academic honesty and integrity are positive characteristics that PMSS endeavors to develop in our students from grade 9 through to grade 12, creating graduates who are principled, reflective, and knowledgeable communicators, inquirers and thinkers. Our focus as a school is on teaching all of our students, each on their own individual educational journeys, an understanding of the importance of academic honesty and the skills they will require to maintain the highest standards guiding them towards becoming responsible members of the greater community.

As part of this, we believe that developing responsible citizens requires development of academic integrity which also governs personal conduct both online/virtual and in the real world. This is captured both through the IBO Approaches to Teaching/Learning and the BC provincial curriculum and the Core Competencies of Communication skills, Thinking skills and the Personal and Social skills identified therein. These competencies are not only embedded in all of our courses, they are also central to Digital Literacy 10 which is a required course for all our students.

All student work submitted for assessment must be the student's authentic work, based on their own ideas and understandings with full acknowledgement of others' ideas and work. In this day and age, it is increasingly important for our students to understand and respect the value of intellectual property rights.

Academic misconduct or dishonesty is a severe breach of conduct and must be addressed as such when identified. The school has established expectations around teaching and practicing academic honesty, so that when a breach is identified the consequences must be appropriate and non-trivial.

Definitions of academic misconduct

- a) plagiarism is the representation of the ideas or work of another person as one's own
- b) collusion is supporting misconduct by another person, as in allowing one's work to be copied or submitted for assessment by another person
- c) duplication of work is presenting the same work or assignment for different classes or assessment components
- d) any other behavior that gains an unfair advantage for one student or will affect the results of another student during any assessment

Teaching academic honesty

To support the students in their learning, all teachers in all subjects must provide appropriate teaching in research skills with a firm understanding of the purpose to proper academic conduct. This instruction

must highlight the importance of the concepts of intellectual property and authentic work. It is crucial that academic honesty be taught as a skill and positive behavior that contributes to wider academic discourse, not merely as a set of laws with consequences to be avoided.

In support of students' learning, all teachers will ensure that the resources and materials that they prepare and present to class will be appropriately cited.

In collaboration with the school library, all students in grade 9-12 will be taught and will use a common citation style based upon APA. IB DP students in grade 11-12 will be taught and will be expected to use the subject specific citation styles as per teacher direction (Chicago in History, MLA in English, APA in other subjects).

Procedure for allegations of misconduct

If a teacher detects a breach of academic honesty on a working draft of an assessment piece, they are to draw the student's attention to the issue and support them in adhering to the principles of academic honesty.

If a teacher detects a breach of academic honesty on an assignment that has been submitted for formal assessment, the teacher will need to make an initial decision as to the severity of the misconduct. If the teacher believes that there was intent and that the severity of the misconduct is high enough, the teacher will involve the appropriate vice-principal, or IB coordinator in the case of an IB DP student; for ELL/International Education students, it is recommended to include the ELL/International Education coordinator. An investigation will be conducted by the appropriate school official into the allegation of misconduct, including written statements from the students involved, and will determine the causes and consequences of the breach of conduct.

These consequences may range from no grade being assigned and the required completion of a new assessment piece to in-school or out-of-school suspension. In the case of an IB DP student, if the academic misconduct is detected prior to a formal cover sheet being signed, the above procedures will be followed, with the additional consequence that the breach of academic honesty may result in no grade being given on an internal assessment which will result in no diploma being earned. If the breach is detected after the signature of the cover sheet, a formal investigation and report will be submitted to IBO as per the *General Regulations: Diploma Programme*.

