

## **Hartsfield Magnet School for International Studies (HMSIS)**

### **Academic Integrity Policy**

**Established November 2022**

#### **School Vision**

Members of the Hartsfield learning community are committed to becoming self-directed, life-long learners in a nurturing environment, which fosters connections, relationships, safety, high expectations, responsibility and respect for others.

#### **School Mission**

Hartsfield is a diverse School Family that embraces change.

We are committed to providing a rigorous and equitable educational experience. It is our responsibility to produce students who are agents for their learning and are safe to grow academically, socially, and emotionally.

To this end, we seek to facilitate an inquiry-based instructional delivery model that encourages collaboration and problem-solving. We promote international mindedness by developing the ability to connect with others in the interest of acting with compassion and serving the global community.

#### **Introduction & Purpose**

The purpose of this document is to communicate to all stakeholders in our learning community – administrators, teachers, students, and parents – the programme expectations for academic integrity for all learners as required by International Baccalaureate Organization (IBO). This document also provides clear guidelines and responsibilities of all stakeholders. At Hartsfield Magnet School for International Studies, we believe that academic integrity is imperative to learning and embodied in the IB Learner Profile. “Academic honesty must be seen as a set of values and skills that promote personal integrity and good practice in teaching, learning and assessment. It is influenced and shaped by a variety of factors including peer pressure, culture, parental expectations, role modeling and taught skills.” (IB Diploma Programme Academic Honesty, July 2011) The focus on development of the whole child in the Primary Years Programme, along with teaching academic integrity, is a key factor in the development of students. Teaching students to be academically honest is an important life skill that will be utilized in college and future careers.

#### **IB Learner Profile Attributes**

Academic integrity is described as “the commitment to and demonstration of honest and moral behavior in an academic setting” (Academic Integrity-The Writing Center, University of North Carolina at Chapel Hill). Embracing the attributes of the Learner Profile promotes the Academic Integrity Policy of Hartsfield Magnet School of International Studies.

Students should be encouraged to:

- develop their natural curiosity (Inquirer),
- explore concepts, ideas and issues with local and global significance (Knowledgeable)
- be able to use their initiative in applying thinking skills critically to make reasoned, ethical decisions (Thinker)
- be able to understand and express their ideas and information with confidence and creativity (Communicator)
- understand and appreciate the ideas of others (Open-minded),
- show empathy, compassion, and respect to the needs of others (Caring)
- act with integrity and honesty (Principled)
- approach unfamiliar situations and uncertainty with forethought and courage (Risk-taker)
- understand the importance of intellectual, physical, and emotional balance (Balanced)
- give thoughtful consideration to their own learning and experiences (Reflective).

When students are able to embody these attributes, they will become role models of academic honesty and international-mindedness.

### **Hartsfield Academic Integrity Student Oath**

All 2<sup>nd</sup> - 5<sup>th</sup> grade students will read, sign and agree to the school's academic integrity policy before engaging in research-based assignments and projects. The oath is written as follows:

“As a member of the Hartsfield learning community, I must be principled in my work and actions. By the IB definition, this means, “we act with integrity and honesty, with a strong sense of fairness and justice, and with the respect for the dignity and rights of people everywhere. We take responsibility for our actions and their consequences.” Being principled in my work means I do not plagiarize or claim other people's work as my own. I give credit where it is due.

By signing this declaration, I am confirming that I understand the meaning of ‘plagiarism’.

Plagiarism is the presentation by a learner of an assignment that has in fact been copied in whole or in part from another student's work, or from any other source (e.g. published books, periodicals, or the web) without due acknowledgment in the text.

I, \_\_\_\_\_ declare that for this submitted work:

- I did not cut-and-paste information from others without appropriate use of quotation marks and direct reference to their work;
- I did not re-word the ideas of others without proper and clear acknowledgment;
- I did not write ideas or suggestions that originated from others and claim these as my own;

□ I did not include words from other students' work without permission.”

### **Addressing Violations of Academic Integrity**

1. First violation-Conference with the teacher.
2. Second violation-Conference with the media specialist to review procedures for research, citing sources, and giving credit to work that belongs to others. Parents are notified.
3. Third violation-Conference with administration and work must be redone and resubmitted. Parents are notified.

### **Ongoing Review of Academic Integrity Policy**

The Academic Integrity Policy is a working document, which requires ongoing review and revision based on the needs of the student population at Hartsfield Magnet School for International Studies. The teaching staff, administrators, and IB coordinator will review the Academic Integrity Policy annually. Feedback from all invested parties will be taken into consideration and subsequent revisions will be completed each year by the end of September. The updated policy will be shared with all staff during an IB Professional Learning Community and with the PTO and SAC during a given meeting. The final document will be posted on the school's website.