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| **C:\Documents and Settings\minniscl\My Documents\My Pictures\Crest.tif**  **Ridgeway Middle School 2023-2024**  **INTERNATIONAL BACCALAUREATE SCHOOL**  **ACADEMIC INTERGRITY POLICY**  Academic honesty is a vital part of the International Baccalaureate Program and is expected of all students at Ridgeway Middle School. The International Baccalaureate Organization does not tolerate academic dishonesty, and it is, therefore, imperative to understand its definition as well as the consequences of choosing such behavior as a member of Ridgeway’s IB program.    **Academic Honesty:** Performing honestly at Ridgeway Middle School means students will complete each assignment themselves, not allowing others to copy their work, not copying answers from others in the class, and not using language translators on the Internet. It means students will complete quizzes, tests, and in-class writings without looking at others’ papers or using crib sheets/notes. Students may not allow others to see their answers in order to copy, and they must complete research assignments for papers and presentations themselves while giving proper referencing to materials quoted or paraphrased from any published source, including materials on the Internet. Academic honesty means that students will complete research without using notes, documents, or materials gathered by other students. They will not gain prior knowledge of the content of a test/quiz through sources not available to the rest of the class. In addition, students will not claim any work which was actually written by someone else as their own (plagiarism). Students are required by this policy to report any cheating to the IB teacher or coordinator immediately.  **Should a student commit academic dishonesty the following consequences will be given:**  **Class 1:** A Class 1 violation includes, but is not limited to, such things as copying daily homework assignments, blatant wandering eyes during a test/quiz, using unauthorized notes during a test/quiz, or enabling another student to look at one’s test. The student will receive a zero on that assignment, test, or quiz. The teacher will notify the parent and will file a notice of the incident with the MYP Coordinator.  **Class 2:** A Class 2 violation includes a deliberate exchange (verbal, written, or electronic) of information for an assignment, test, or quiz, copying from a classmate’s essay, project, lab report, internal assessment, or teacher developed resource materials, and failing to credit properly a secondary source which the student has quoted or paraphrased, including the Internet The student will receive a zero on that assignment, test, or quiz. The teacher will contact the appropriate administrator, and a parent conference will be scheduled. Written notification will be given to the MYP Coordinator.  **Class 3:** A Class 3 violation consists of an act of flagrant cheating, passing off another’s work (from a classmate, teacher, or the Internet, or any other source) as one’s own, or stealing or receiving an advanced copy of an exam or quiz as well as knowing about another student engaging in any form of cheating and not reporting such behavior to the IB teacher or coordinator. The student will receive a zero on that assignment, test, or quiz. The student will be referred to an administrator, may be suspended. The student Nine Week grade may be impacted. Written notification will be given to the MYP Coordinator.    We have read this statement of Academic Honesty and the consequences of committing dishonest behavior. Our signatures are an acknowledgement that we have been informed of the policy.  ***Memphis-Shelby County School does not discriminate in its programs or employment on the basis of race, color, religion, national origin, handicap/disability, sex, or age. Last revision made March 2023***  *Student Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*  *Parent Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_date\_\_\_\_\_\_\_\_\_\_\_\_****\_****\_\_\_\_\_\_\_\_\_\_\_\_*  ***Return signed policy to Mr. C. Smith*** |