

Academic Honesty Policy

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Next Review: May 2021



At Ryde School we value academic honesty very highly and it is embedded into the ethos of the School. This policy is intended to offer guidance and support as we encourage all our students to become knowledgeable, principled individuals able to take responsibility for their own learning and with the skills needed to help them do so.

These skills support good practice in the classroom, encourage independence outside of it and prepare our students for the demands of public examinations. The policy set out below applies to all our students regardless of age but it is, of course, vitally important to those older students who are submitting work to any external examination body, such as the IB or any QCA approved qualification.

Malpractice can often be the result of ignorance and misunderstanding rather than a deliberate intention to cheat. The guidance here is not exhaustive but is sufficient to enable students to stay safely within accepted boundaries; if students are still uncertain then it is essential for them to consult subject teachers, the Librarian, the IB Extended Essay Coordinator or the EPQ Coordinator for advice.

What is Academic Honesty?

Students are often asked to undertake independent research as a part of their studies. Frequently, this will involve using the ideas and findings of others to support their own arguments. They will have to draw upon a variety of sources such as books, journals and the internet in order to augment and enhance their own understanding. Academic honesty requires that any such source material is acknowledged by a student when submitting a piece of work for marking; it is ESSENTIAL that this is the case when that work is being presented as part of an external examination (GCSE, iGCSE, A Level, IB)

Profile of an academically honest student

In general, the academically honest student DOES NOT:

- Copy the work of other students at school or at home.
- Give another student his/her work to copy knowing they intend to present it as their own.
- Do work for another student.
- Submit work by another person (student, parent, friend) as though it were his/her own.
- Purchase and submit work written by another person.
- Present artistic or creative work in any medium that has been literally reproduced except in a manner permissible by an external awarding body.
- Pretend that any work directly copied from a source without correct acknowledgement is original.

What then constitutes ACADEMIC DISHONESTY?

PLAGIARISM

This is the simplest form of academic dishonesty and involves passing off the work as others as your own.

EXAMPLE 1

An English student writes an IB Extended Essay on an aspect of the work of Jane Austen. S/he reads an influential critical article and uses some of its ideas, perhaps copying word for word, within her/his own response. If this article is not acknowledged within a bibliography, footnote or the body of the essay itself, leaving the impression that this is a response original to the student then this is PLAGIARISM.

EXAMPLE 2

A student conducts a science experiment but the results are inadequate or unreliable. S/he copies better results from another student without explaining in the completed piece that this has happened. This is also PLAGIARISM.

Plagiarism can be avoided by correct and consistent referencing and acknowledgement of any and all sources used in the completion of submitted work. This process is called CITATION and is a vital part of academic honesty. Ryde School has decided to adopt the HARVARD REFERENCING SYSTEM which is one used by many leading universities throughout the world. Students MUST use this citation system in all written work submitted to an external awarding body. They are given guidance on its usage by subject teachers, the Librarian, EPQ Co-ordinator and the IB Extended Essay Co-ordinator.

COLLUSION

This is when a student allows his/her work to be copied by someone else knowing that the latter intends to present it as their own. This also includes using ideas/data generated within a group context and presenting this as original, individual work without acknowledging the collaborative setting.

Example – in the second situation alluded to above the student who provided the data for his/her friend to copy is involved in COLLUSION.

This does NOT mean that students should never talk to others and share ideas and opinions. That would be unrealistic and educationally invalid. It DOES mean that students have to explain how and when data/conclusions etc. were generated within a collaborative context using their own words to describe and evaluate the process.

DUPLICATION

This means you should not submit the same piece of coursework for different aspects of the same qualification. For example, aspects of the IB Extended Essay could not also be submitted for the TOK component. Teachers in Ryde School have an obligation to ensure that mistakes such as this do not happen.

OTHER EXAMPLES OF ACADEMIC DISHONESTY

- Behaviour in an examination room intended to disrupt the work of others.
- Bringing unauthorised items to an examination room (mobile phones, notes etc.)
- Falsifying CAS records in the IB Programme.
- Making untruthful claims on UCAS forms or personal statements.
- Any other behaviour that seeks to gain an unfair advantage either for oneself or another person.

ACADEMIC DISHONESTY

Ryde School takes academic dishonesty very seriously. All proven instances of academic dishonesty in work leading towards public examinations will be reported to the relevant awarding body. The student runs a high risk that s/he will be disqualified from the examination and not awarded a grade.

Prior to submitting pupil coursework to an awarding body the school will endeavour to ensure it is academically honest. Written work will be reviewed using plagiarism identification software such as Turnitin. Where academic dishonesty is identified action will be taken to ensure work submitted is academically honest.

Academic dishonesty is regarded as a disciplinary offence in contravention of the rules of Ryde School. Sanctions will be taken against any student found to be breaking the rules in accordance with the School's general policy on Rewards and Sanctions.