

# I Liceum Ogólnokształcące im. Stanisława Staszica w Lublinie

## IB World School no 002094



## ACADEMIC HONESTY SCHOOL POLICY

The school 's academic honesty policy was created to promote academic honesty among students, to emphasize on their work authenticity and to inform them about the consequences of malpractice.

### School mission

*„Talent is like a piece of precious, but raw metal, only through hard work can it be processed and given great value.”*

*Stanisław Staszic*

### School vision

We are one of the oldest schools in Poland, therefore we cherish the values and attitudes established by tradition in a unique way. However, we realise the importance of educating and nurturing our students to lead them to a conscious and active life in the present times, contributing thereto through our pupils, therefore we do our best to analyse the challenges and expectations that young people have to face in the “modern times”. As a result, being faithful to the tradition, on its foundation we promote and shape the model of attitudes,

equip the students with knowledge, skills and values allowing them to knowingly and wisely mould their own lives and find their place in the world.

It is an important aim of our actions to develop in our students the feeling of belonging to and identifying with the region, country, as well as creating a stance of observing and analysing what happens beyond its borders, readiness for life in a world of various cultures, religions and ideologies. We desire to prepare the students to live in a modern world, where they will respect themselves and other people, be open to the ever-changing world and be able to function properly within it.

In order to achieve the above targets the team of teachers supports its students and their parents in all forms of educational actions which stimulate the students' correct development, both emotional and intellectual.

### **General aims of the educational process**

1. Shaping attitudes supporting [the students'] further individual and social development, such as honesty, credibility, responsibility, perseverance, self-esteem, respect towards others, cognitive curiosity, creativity, entrepreneurship, proprieties, readiness for contributing to culture, taking the initiative and teamwork.
2. Shaping the attitude of a citizen, an attitude of respect for the traditions and culture of their own nation, as well as attitudes of respect towards other cultures, traditions and religions.
3. Shaping attitudes conditioning effective and responsible functioning in the modern world, skills allowing [the students] to recognize their own educational needs and the ability to learn effectively.
4. Taking actions leading to an individual support of the development of each student, in accordance with their needs and abilities.
5. Equipping the students with suitable knowledge and skills allowing them to function consciously and effectively in the surrounding world.
6. Shaping the right social attitudes and relations with others.
7. Shaping an attitude of respect for work and the rules of law.
8. Shaping the required ethical attitudes.
9. Educating [the students] so they are able to assess critically the situations and opinions, as well as to formulate and express [their own] opinions and views.
10. Building positive relationships and correct interpersonal communication.
11. Preparing for performing certain roles in family and society.
12. Deepening and strengthening the national identity in the students, shaping a sense of respect and love for the national inheritance. Educating in the spirit of national tradition, creating patriotic awareness.
13. Contributing to creating a conscious European, honourably representing the school.
14. Introducing to a creative involvement in the changing reality of the Lubelszczyzna Region and Poland, contributing actively to the society.
15. Preparing for taking the responsibility for the students' own health. Developing an attitude of attentiveness for their own and other people's health, along with creating an environment that promotes pro-health attitudes.

### **Expected results of the educational work – the graduate’s profile**

1. She/he has a sense of her/his own value.
2. She/he may be characterised by exceptional proprieties.
3. She/he is open to the needs of other people, empathetic, willing to help selflessly.
4. She/he is tolerant towards other cultures and traditions.
5. She/he is responsible for their own actions and decisions.
6. She/he strives for achieving life goals through diligent work and honesty, activeness and creativity.
7. She/he is prepared for self-education, is open for knowledge.
8. She/he is inquisitive about the world and people, has certain interests, which she/he continues to develop with the help of the knowledge gained at the school, among other things.
9. She/he consciously seeks, selects and uses data. She/he is critical of the surrounding reality.
10. She/he knows the history of her/his country and region, is responsible for her/his development.
11. She/he is ready to participate in culture.

### **1. DEFINITION OF MALPRACTICE**

- **Plagiarism:** it is an act of fraud, stealing and passing off the ideas or words of another as one's own, using another's production without crediting the source, committing literary theft, presenting as new and original an idea or product derived from an existing source, turning in someone else's work as your own, copying words or ideas from someone else without giving credit, failing to put a quotation in quotation marks, giving incorrect information about the source of a quotation.
- **Collusion:** secret agreement or cooperation especially for an illegal or deceitful purpose, allowing another student to copy one's work or passing information related to the assessed work.
- **Duplication:** the act or process of copying something, the state of containing copies of something or being a copy of something, submitting work that is the same for assessment in different subjects without the consent of all involved.
- **Copying:** submitting a version of another student's work that is identical or almost identical to the original.
- **Falsifying data:** to prove or declare false data which have not been collected.
- **Exam cheating:** breaking a rule or law to gain an advantage, bringing unauthorised material into an examination room, communicating with another candidate in an examination.

- **Paraphrasing without acknowledgement:** a statement that says something that another person has said or written in a different way, a restatement of a text, passage, or work giving the meaning in another form without acknowledgement or referencing.

*All the above definitions were adopted from the Merriam-Webster Online Dictionary <http://www.merriam-webster.com>*

## **2. ROLES AND RESPONSIBILITIES**

The IB Programme Coordinator's role:

- **Communicate the school academic honesty policy to all students, parents and teachers through school website and meetings.**
- **Discuss with students, parents and teachers the importance of academic honesty.**
- **Inform students, parents and teachers about the consequences of being found guilty of any malpractice.**
- **Ensure that all students, parents and teachers understand what constitutes academic honesty and malpractice.**
- **Ensure that all students, parents and teachers read and understand the content of IB academic honesty document as well as the school academic honesty policy.**
- **Handling all cases of malpractice with confidentiality.**

The teacher's role:

- **Support his/her students in their work for assessment.**
- **Ensure that all students are aware of effective citing and referencing.**
- **Provide students with specific conventions for acknowledging the sources.**
- **Report to IB Programme Coordinator any case of malpractice with confidentiality.**
- **Confirm that, to the best of his/her knowledge, all students' work is the authentic one.**

The students' role:

- **Read and understand the IB and school academic honesty policy.**
- **Read, understand and use effectively the IB document "Effective Citing and Referencing" which is available on the school's website.**
- **Ensure that all work submitted for assessment is authentic.**
- **Comply with all school regulations.**
- **Sign the school statement "Declaration of compliance with the IB Regulations and IB and School Academic Honesty Policy".**

Applicable procedure for students who are found to be in violation of School Academic Honesty Policy

First violation:

- **the teacher is obliged to report the case to IB Programme Coordinator.**
- **no grade is awarded for the submitted work**
- **the work must be written and submitted within the next 2 weeks**
- **a grade could be awarded based on the IB Programme Coordinator 's and teacher's decision.**

Second violation:

- **the teacher is obliged to report the case to IB Programme Coordinator.**
- **The IB Programme Coordinator informs the IB that the work submitted is not authentic.**

**“Declaration of compliance with the School’s Academic Honesty Policy”  
and the IB document “Effective Citing and Referencing”**

1. *I have read and understood the School’s Academic Honesty Policy and the IB document “Effective Citing and Referencing”.*
2. *I agree to all the conditions and consequences in the above mentioned documents.*

*Student’s name:* \_\_\_\_\_

*Signature:* \_\_\_\_\_ *Date:* \_\_\_\_\_

*Parent(s)/Legal guardian name:* \_\_\_\_\_

*Signature:* \_\_\_\_\_ *Date:* \_\_\_\_\_