

# The School at St. George Place

## Academic Integrity Policy

### Overview:

The School at St. George Place Academic Integrity Policy aims to outline roles, rights, and responsibilities for maintaining academic honesty on our campus. In addition, this document will define best practices, misconduct, and the consequences in place across our campus when addressing academic integrity concerns. Our school seeks to embody the Learner Profile in all aspects of our work. Developing, monitoring, and maintaining this policy is one way to ensure that all stakeholders are involved in growing **principled**, life-long learners.

### Roles, Rights, and Responsibilities:

<b>Pedagogical Leadership Team</b>	<b>Teachers</b>	<b>Students</b>	<b>Families</b>
<ul style="list-style-type: none"> <li>● Develop academic integrity oath for use on campus</li> <li>● Model academic integrity in creation of professional development</li> <li>● Provide materials and assistance to teachers as they prepare to discuss academic integrity with students</li> <li>● Monitor and address incidents of academic integrity when needed</li> </ul>	<ul style="list-style-type: none"> <li>● Create classroom essential agreements with students</li> <li>● Model academic integrity in classroom practices (e.g. citing photos and research when appropriate)</li> <li>● Provide explicit instruction on academic integrity, best practices, and consequences in the classroom</li> <li>● Maintain academic integrity</li> </ul>	<ul style="list-style-type: none"> <li>● Pursue their own inquiries by asking questions and planning research</li> <li>● Collaborate with other students and teachers in a respectful way</li> <li>● Share ideas with others &amp; recognize contributions of others when collaborating</li> <li>● Participate in classroom activities directly related to academic integrity</li> </ul>	<ul style="list-style-type: none"> <li>● Receive updates on academic integrity guidelines through multiple channels determined by leadership team</li> <li>● Participate in conversations about honesty, trust, responsibility, and related concepts as appropriate</li> </ul>

<ul style="list-style-type: none"> <li>• Monitor the impact of the academic integrity policy and ensure that it is followed consistently across campus</li> <li>• Maintain, update (annually), and communicate academic integrity policy to families in multiple ways (e.g. student handbook, school website, etc.)</li> </ul>	<p>guidelines in the classroom and report incidents to pedagogical leadership team and families when appropriate</p> <ul style="list-style-type: none"> <li>• Provide tools to students for maintaining academic integrity during research (e.g. citation tools, safe research sites, etc.)</li> <li>• Review academic integrity policy as part of professional development</li> </ul>	<ul style="list-style-type: none"> <li>• Follow campus guidelines regarding academic integrity</li> <li>• Sign academic integrity oath annually (Grades 1-5)</li> <li>• Utilize tools provided by teacher to cite sources in research when developmentally appropriate</li> <li>• Maintain honesty in their academic work consistently</li> </ul>	
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Description of Best Practices:

The School at St. George Place recognizes that all stakeholders have a role in developing strong academic integrity practices for our students. We believe it is best practice to provide our students with instruction on academic integrity which will build from grade level to grade level, aligning with age-appropriate expectations. Explicit instruction is provided for students in the following areas as they move throughout our program:

- Sharing ideas with others
- Collaborating with others
- Research skills (Approaches to Learning)
- Appropriate behavior during assessments and class assignments
- Critical thinking skills
- Paraphrasing
- Citing and crediting sources

All stakeholders, not just classroom teachers, are responsible for developing these skills in our students. Development of the Learner Profile will also directly contribute to students' understanding of honesty, responsibility, trust, fairness, and respect as it relates to their work in the classroom and beyond. We want to ensure that students know that integrity is a trait that will serve us in all aspects of our lives.

#### Addressing Misconduct:

When addressing issues of academic dishonesty, the first step will be an investigation at the campus level. Typically, these issues are addressed by the classroom teacher and additional instruction may be given if needed. In more serious incidents, other parties may become involved to ensure that students are supported in submitting honest, high-quality work. These parties may include members of the pedagogical leadership team, families, or the school counselor when appropriate.

#### Conclusion:

The School at St. George Place is committed to promoting academic integrity throughout our school community. Through the IB framework (Learner Profile, Approaches to Learning) and high stakeholder involvement, we aim to develop principled learners who pursue their own inquiries and share their learning in a responsible way.