

Stanton College Preparatory School Academic Integrity Policy

Overview

Studying or providing advanced acquaintance with questions or prohibited material.

Studying, actively reading, making notes, or copying another student's answers.

Having in possession test questions or prohibited material.

Description of

- b. the sponsor of an honors organization to which the student is applying for membership.
 - c. the sponsor of an election for a leadership position or the sponsor of an activity at which the student will represent the school.
4. The IR will be brought before the HRB for review, but note that the teacher's judgment is final. Whether the student has cheated has already been decided. After hearing the student, the HRB may recommend to the principal that the referral be removed or retained. The teacher may also remove the referral after consultation with the student and/or the HRB.

Consequences as School Policy

1. No credit (0) on the assignment for a written integrity referral.
2. Students receive a warning for their first IR in the freshman year. The second IR in the freshman year or any IR's in the sophomore, junior, or senior year serves as a Class II (2.29) infraction in the DCPS *Student Code of Conduct* and is filed in the Assistant Principal's office (NOTE –

Administration's Responsibility

1. Make students aware of the school policies, definitions and mechanisms regarding cheating including a mechanism for the anonymous reporting of cheating.
2. Impose consequences with consideration of the HRB recommendations.
3. Inform teachers of the disposition of the IR.

International Baccalaureate

The International Baccalaureate publishes an *Academic Honesty Guide* to support and give guidance to IB World Schools in cases of student malpractice. Its instructions and guidance shall be used in cases pertaining directly with materials (Internal Assessments, Extended Essays, and CAS documentation) and exams (Papers) intended for submission to the IB for assessment. The IB *Academic Honesty Guide*, however, shall not supersede Stanton's *Academic Integrity Policy* or Duval County Public School's *Student Code of Conduct* in relation to school based judgments and consequences. Its policies and practices shall govern the judgments and consequences made by the IB on material submitted to IB for assessment.

A copy of the *IB Academic Honesty Guide* can be found on the International Baccalaureate page of the Stanton College Preparatory School website at, www.stantoncollegeprep.org

APPENDIX B

THE HONOR REVIEW BOARD

The Honor Review Board (HRB) is the voice of the student body in matters of student behavior and integrity and is a part of the school's "Restorative Justice" initiative. It is an advisory body whose determinations and recommendations on a particular incident go to the principal who makes the final disposition.

The HRB is composed of:

- 4 seniors (including the class president and the SGA president)

- 3 juniors (including the class president)

- 2 sophomores (including the class president)

- 1 freshman (usually the class president)

There are also two non-student advisors: a faculty advisor and an administration advisor. Their roles are to clarify and inform.

The HRB meets on an ad hoc basis.

Any teacher may bring an incident to the HRB by contacting one of the advisors. The advisors will determine if the incident is appropriate for the HRB.

A student has the right to address the HRB in person or in writing. If the student does not choose to do so, the student remains anonymous to the HRB except in special circumstances. The names of the students on the HRB are, however, public.