

SUMMER LEARNING POLICY



ACADEMIC INTEGRITY

The *Summer Learning* staff expects students to act with integrity and honesty. We have a high standard for academic integrity and students will be held accountable for their actions and the resulting consequences.

A student with academic integrity DOES:

- Document all source material consistently in a standard style of referencing
- Respect others' intellectual property
- Understand what constitutes plagiarism and academic malpractice
- Understand the consequences of cheating regarding both academic and non-academic school work, examinations and assessments
- Follow all exam rules
- Act with integrity

A student with academic integrity DOES NOT:

- Submit as their own any material that has been copied from another source without giving credit to that source in proper bibliographic format
- Engage in any behaviour that gains an unfair advantage over others (including the use of unauthorized electronic devices)
- Give another student their work to copy
- Copy the work of another student
- Present material written, created or produced by another person as their own (including a tutor)
- Use notes during a test unless allowed by the teacher or permitted by the examination rules
- Purchase and submit pieces written by someone else
- Present artistic or creative work in any medium that has literally been reproduced except in a manner allowed by the teacher or permitted by the examination rules
- Do work for another student

While the staff at *Summer Learning* chooses to focus on implementing positive behaviour supports aimed at teaching and fostering academic honesty and student integrity, students who either intentionally or accidentally engage in behaviour that provides an unfair advantage over others, including plagiarism, cheating or academic malpractice, will be subject to consequences as follows:

1. The first time a student is suspected of or caught being dishonest in a Summer Learning course the following actions may be taken:
 - Teacher will inform the administration
 - Administration will support student in their understanding of the principles of academic integrity

- The student will resubmit an authentic assignment as per teacher instructions or, if the student is suspected of or caught cheating in a situation where proper conduct is well known (i.e. exams /tests), student will be assigned a mark of zero on the assignment in question
 - Administration will enter information into MYED detailing the incident
 - This information will remain on file
 - Teacher will notify parents/guardians
2. The second time a student is suspected of or caught being dishonest in a Summer Learning course the following actions may be taken:
- Teacher will inform the administration
 - Assignment in question will receive a zero
 - Administration will enter information into MYED detailing the incident
 - This information will remain on file
 - Administration will decide on further consequences
 - Administration will contact the home school
 - Parents/guardians will be notified by the Administration
 - Student may be withdrawn from a class or program

Being unaware or pleading ignorance of the standards related to academic integrity is not an excuse for dishonesty, plagiarism or malpractice.