

Archbishop MacDonald High School

Academic Integrity Policy

Updated January 2023

Archbishop MacDonald Catholic High School Mission

Archbishop MacDonald High School is a compassionate Catholic community where we engage with challenging and rewarding programs while fostering diversity. We empower our students to be inquiring, knowledgeable, principled, and caring while serving others in the name of Jesus Christ.

Archbishop MacDonald Catholic High School Vision:

Archbishop MacDonald High School provides a learning environment that is safe, productive and has the flexibility to support student's specific learning styles. The students will be engaged with active learning where their curiosity will be cultivated through encouraging inquiry, logical thinking, and critical reasoning. We prepare students for successful roles in an ever-changing society by challenging them to persevere and by instilling an appreciation for the intrinsic beauty of learning.

Purpose of the Academic Integrity Policy:

1. To maintain fairness in assessments to ensure they accurately reflect student achievement.
2. To maintain trust and credibility in one another that is cultivated on ethical decision-making and behavior.
3. To develop a culture of self-respect and respect for others to ensure students become responsible and caring citizens.
4. To ensure all members of the school community are aware of the expectations, responsibilities and investigation processes of school maladministration and student academic misconduct.

Philosophy

Positive attitudes towards learning and academic integrity gives students the confidence to produce legitimate, authentic, and honest scholarly work that ensures fair, reliable and valid assessments. Fostering an academic integrity culture is important to maintain the reputation of the school and the validity of the learning process. By creating an ethical culture, students learn and develop skills to act in a responsible way, so others trust them.

Academic Integrity Policy Overview:

1. Definitions & Infringements

- a. **Academic integrity** is a principle in education and a choice to act in a responsible way so others can trust us. It means conducting all aspects of your academic life in a responsible and ethical manner.
- b. **Academic misconduct** is defined as the deliberate or inadvertent behavior that has the potential to result in the student, or anyone else, gaining an unfair advantage in one or more components of assessment
 - i. **Plagiarism**: when a student submits the work of others as their own without acknowledgement of the source.
 - ii. **Peer Plagiarism**: when a student copies or allows their work to be copied by another student, lending or facilitating their work with others, copying work from another student.
 - iii. **Collusion**: when a student's work has close similarities to another student's work, work that is heavily edited or produced by a third party (including AI, translators, and online editing tools) when a student seeks and receives assistance from others beyond what is recommended in the subject, disclosing/sharing information on a secured exam or assessment
 - iv. **Duplication of work**: when a student presents the same work for different assessment components or subjects.
 - v. **Falsification of data**: Inclusion of inappropriate, offensive, or obscene material
 - vi. **Exam Conduct**: possession of unauthorized materials, disruptive behavior during an exam, removal of exam materials, discussion of the exam within the 24-hour period, failing to report an incident of misconduct.

2. Consequences of Academic Misconduct

Depending on the severity of the violation, consequences for breaching the Academic Integrity Policy may include one or more of the following:

- a. documentation of academic malpractice in log notes on PowerSchool
- b. referral to administration of school
- c. replacement of the evaluation with an alternate at the teacher's discretion
- d. a reduced grade or a grade of 0 for the work in question
- e. loss of opportunity for a particular assessment (no mark to be awarded)
- f. withdrawal from the course and loss of credits
- g. school suspension
- h. possible loss of Honors Distinction at the school
- i. possible suspension or expulsion from the Edmonton Catholic School Division

Students will:

- Distinguish between what is right and what is wrong. Students are expected to be to act honestly, responsibly, and ethically
- Ensure they understand the school's *Academic Integrity Policy* the consequences of misconduct.
- Give credit to sources in all work submitted for assessment in written and oral materials and/or artistic products.
- Create content and complete assessments that are authentic and genuine, and a true reflection of their personal level of achievement.
- Complete all assignments, tasks, examinations, and quizzes in an honest manner and to the best of their abilities.
- Ensure all work submitted is authentic and the work or ideas of others is fully and correctly cited.
- Report known instances of student academic misconduct and school maladministration to a teacher

Parents and Legal Guardians will:

- ensure they understand the school's *Academic Integrity Policy* and the consequences of academic misconduct and school maladministration.
- support their children to develop a conscientious and responsible attitude to their learning.
- support their children in planning a manageable workload so they can allocate time effectively.
- refrain from giving or obtaining non-permitted assistance in the completion of assessments to their children.
- submit only genuine and/or authentic evidence to support a request for inclusive access arrangements or adverse circumstances considerations for their children.
- understand school internal policies and procedures that safeguard the authenticity of their children's work.