

ACADEMIC INTEGRITY

Watchung Hills Regional High School is committed to developing students of character. Guided by core values of honor and responsibility, the faculty does its best to model ethical behavior and help students make morally sound decisions. When students come to realize the significance of these values and embrace them as guiding principles for their conduct, a culture of honesty grows and shapes the school community. The goal of these guidelines, then, is to help students avoid academic dishonesty, which is defined broadly as any attempt to give, receive, or otherwise use any form of unauthorized assistance or any attempt to gain an unfair advantage when completing any type of academic work. As a school community we do our best to make expectations on all assignments clear, but students are responsible for asking questions when unsure about any assignment guideline. Seeking clarification helps prevent academic dishonesty.

Types of conduct that expressly fall within this category include but are not limited to the following:

Level 1

- Copying homework or classwork from another student, the internet, or any source that is not their own.
- Sharing homework or any of your own original work with another student, unless the teacher has explicitly stated that collaboration is allowed. [All assignments are independent unless otherwise specified by the teacher.]

Level 2

- Sharing specific questions or answers verbally or in writing about quizzes and tests.
- Cheating on tests and quizzes through various methods, such as using unauthorized sources, looking at someone else's paper, using cell phones.
- Plagiarism - taking information from any source and not properly attributing that source. This can be on any assignment, essay, open-ended questions, research papers, etc.

Level 3

- Obtaining and/or distributing copies of tests and quizzes by any means in or out of school.

When a teacher or administrator determines that a student has engaged in academic dishonesty, the following consequences will be imposed. Infractions are counted across the subject areas and are not limited to specific courses or academic disciplines. Incidents are cumulative from one grade level to the next. The disciplinary measures as stated will be applied to students at all grade levels.

Disciplinary Action for Level 1

- The student will be assigned a zero for all assignments that have been compromised by the infraction.
- The teacher will contact the department supervisor, vice principal, guidance counselor and parent, and will file a report of misconduct.
- All parties will attend a disciplinary meeting to discuss the student's conduct and ways in which to avoid it in the future.
- After the first Level 1 infraction any additional infraction will be considered Level 2.

Disciplinary Action for Level 2

- The student will be assigned a zero for the assignment;
- The teacher will notify the parent, department supervisor, vice principal, and guidance counselor and file a report of misconduct;
- All parties will attend a disciplinary meeting to discuss the student's conduct and ways in which to avoid it in the future.
- Additional discipline in the form of Saturday detentions and loss of parking privileges will be imposed, and
- The student may not be eligible for any chapter of a school-sponsored honor society.
- The student will be required to attend mandatory counseling.
- After the first Level 2 infraction any additional infraction will be considered Level 3.

Disciplinary Action for Level 3 and any additional infractions.

- The student will be assigned a zero for all assignments that have been compromised by the infraction.
- The student will not be eligible for membership in any chapter of a school-sponsored honor society.
- These infractions will be reviewed by the Teacher, Vice Principal, Subject Supervisor, and guidance counselor and dealt with according to the level and degree of the infraction, taking into account all previous offenses.
- All parties will attend a disciplinary meeting to discuss the student's conduct and ways in which to avoid it in the future.
- Discipline may include the loss of credit, suspension, and loss of Prom and Graduation privileges.
- The student will permanently lose parking privileges.
- The student will be required to attend mandatory counseling.

At the start of the school year, students and their parents review our academic integrity guidelines and sign the following pledge to demonstrate each student's commitment to a culture of academic honesty.

"I pledge that the work I submit is my own work. I have neither given nor received any unauthorized aid or unfair advantage."