

RASA
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Rochester Arts and Sciences Academy Primary Years Programme Academic Integrity Policy

Academic Integrity Philosophy

Rochester Arts and Sciences Academy recognizes academic integrity as an essential component of teaching and learning. As our world continues to become increasingly digital and access to technology more widespread, understanding academic honesty and integrity is a vital skill for all teachers and students. Rochester Arts and Sciences Academy believes that academic integrity must be taught in an age appropriate manner for all students and by all stakeholders (teachers, administrators, students, parents).

Teaching academic honesty develops the learner profile trait of “principled.” Students must “act with integrity and honesty” and “take responsibility for their own actions” in their academic work as well as their behavior in the classroom. These skills will be necessary for all students in their future academic and professional careers. When taught to use good academic practices, students learn to respect the work of others and develop their research and thinking skills.

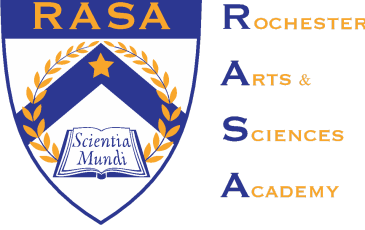
Teachers’ Roles and Responsibilities

- Model integrity and honesty in their academic work
- Discuss the importance of effort and “doing your own work” with students
- Provide clear expectations for student work in class and digitally
- Teach definitions for academic honesty, plagiarism, dishonesty, and cheating
- Teach effective note-taking and researching strategies including paraphrasing and annotating
- Teach students when and how to cite sources
- Teach digital citizenship skills
- Help students to reflect on their work and choices
- Work collaboratively with students and parents to use minor breaches of academic honesty as teachable moments to help students develop the learner profile

Students’ Roles and Responsibilities

- Give best effort in all work
- Be honest in their work
- Not cheat or allow others to cheat
- Cite sources used in research in an age-appropriate manner
- Reflect on their work to ensure it is representative of their best efforts

It is the policy of the Rochester Arts & Sciences Academy to not discriminate in its educational activities on the basis of race, color, national origin, religion, sex, disability, sexual orientation, or marital status



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Parents' Roles and Responsibilities

- Model integrity and honesty in their own work
- Know how to appropriately help their child with schoolwork
- Ensure that student work is representative of the student's best efforts
- Work collaboratively with students and teachers to use minor breaches of academic honesty as teachable moments to help students develop the learner profile traits

Examples of Academic Misconduct

- Cheating - Various behaviors that give students an unfair academic advantage (looking at someone else's work, using unapproved resources, etc.)
- Copying - Recording and turning in work that was completed by someone else
- Plagiarism - taking someone else's work or ideas and passing them off as your own. This includes written work, images, or artwork.
- Collusion - Receiving aid or working with someone else in a way that makes the work no longer representative of the student's best efforts
- Falsifying data - making up facts or data with no research to back it up

RASA's Response to Academic Misconduct in the PYP Years

Rochester Arts and Sciences Academy's goal is to help our students develop morally and ethically, as well as academically. All cases of misconduct will be treated seriously and consequences will be decided on a case by case basis. Misconduct will be treated as a "teachable moment" and teachers will work with students and parents to educate the student on academic honesty. If issues continue, teachers may take further action including having student make-up assignments, meetings with administrators and parents, and/or additional assignments on academic integrity.

Academic Integrity Policy Committee

The co-leaders of the Academic Integrity Policy committee are the Principal / PYP Coordinator and the staff leadership team. Each year, during back-to-school week the principal and team will lead a review of the academic integrity policy with all school staff. The PYP Coordinator will make the necessary updates and email the document to all staff members. The updated academic integrity policy will be uploaded to the school's website.

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