

ACADEMIC INTEGRITY POLICY

Rationale

“Academic Integrity goes beyond a definition and a well-structured school policy; it should also be part of an ‘ethical culture’ of any educational institution, be that a primary school or university. It is an obligation which must be embraced and fostered by the entire school community, so students continue their future life, whether in higher education or in the workplace, in strict adherence to this principle.” (IB: Academic Integrity, P3).

As an IB Continuum School, Medan Independent School aims to instil strong ethical ideals in our students as valuable members of the learning community. Being a trustworthy and responsible learner is fundamental to who we are and what we aspire to be.

Our aim is to help students become lifelong learners and to possess the skills, integrity and resilience to participate in a changing global society. Academic integrity is fundamental to this notion.

Medan Independent School adopts the IB Learner profile as our Expected Schoolwide Learning Results (ESLRs). We believe that academic integrity supports the entirety of the learner profile, but in particular the profile attributes:

Caring: Academic integrity can be a sign of disrespect to our peers, especially in the context of copying or cheating, as it can have an impact on the wellbeing of others. Academic integrity demonstrates that we are not willing to compromise others or put other people in a situation that entails a moral dilemma.

Principled: Being principled is at the very heart of academic integrity; a strong sense of fairness and justice and conducting oneself in an honest and principled manner, whatever the context.

Knowledgeable: A key aspect of exploring knowledge and engaging with issues is being able to identify and cite, appropriately, the sources of our information.

What is Academic Integrity?

(a) General

“Academic integrity is a guiding principle in education and a choice to act in a responsible way whereby others can have trust in us as individuals. It is the foundation for ethical decision-making and behaviour in the production of legitimate, authentic and honest scholarly work.” (IBO (2019). *Diploma Programme: Academic Integrity*)

MIS aims:

- To focus on the positive practice of academic integrity at all times, rather than what constitutes academic malpractice.
- To embed a culture of academic integrity across the school (K-12) where students learn to proactively reflect on and regulate their own research, referencing and other assessment practices.
- To make all relevant stakeholders aware of what constitutes both integrity and malpractice and to deeply imbed this in our learning culture.

(b) Student Malpractice

Student Malpractice is defined as, 'deliberate or inadvertent behaviour that has the potential to result in the student, or anyone else, gaining an unfair advantage in one or more components of assessment.' (IBO (2019). *Diploma Programme: Academic Integrity*).

This may include, but is not limited to, plagiarism, collusion, duplication of work, and any act that may threaten the validity of IB examinations or assessments and enable a candidate to gain an unfair advantage or affect the results of another candidate.

For definitions and examples of malpractice, refer to Academic Integrity Procedures.

(c) School Maladministration

School maladministration is defined as, 'an action by an IB World School or an individual formally associated with an IB World School that infringes IB rules and regulations, and potentially threatens the integrity of IX examinations and assessments. It can happen before, during or after the completion of an assessment component or completion of an examination.'" (IBO (2019). *Diploma Programme: Academic Integrity*).

MIS is committed to:

- following all the rules and regulations set forth by the IB in regards to academic integrity, exam administration and security, and preparation of assessed materials.
- training all relevant stakeholders to understand and apply the IB and MIS policies.
- providing all appropriate technology and security in order to run our IB programmes to a high educational and ethical standard.
- dealing with any incident of school maladministration fairly and following the procedures outlined in **Academic Integrity Procedures** document.

How to Ensure Academic Integrity

Academic integrity is encouraged and promoted across the school by:

- making the academic integrity policy and expectations clear to all relevant stakeholders through professional development, parent workshop[s] and teaching.
- teachers reinforcing the importance of academic integrity and clearly outline the expectations surrounding this in relation to all work set in class or for completion at home.
- teachers supporting students in the use of commonly recognised referencing systems.
- developing students' planning, organisation and time management skills to support them in being principled learners.
- making students aware that all formally assessed IB submissions of work are reviewed by the teacher and, where available, originality software such as 'Turnitin.com'.

Procedures and Consequences

Guiding Principles:

- MIS is committed to helping all students follow academic integrity rules and to giving them a fair chance to explain any issues that may arise.

- All suspected academic malpractice will be investigated by the relevant (subject) teacher.
- Serious cases are brought to the leadership team for consultation.
- Students and parents will always be informed about serious academic integrity issues and given the opportunity to discuss the issue with the teacher and a member of the leadership team.
- Any investigation of academic malpractice will follow the procedures detailed in the **Academic Integrity Procedures** document.
- Although consequences may be given, MIS sees all academic practice as an opportunity for improvement and will support all relevant stakeholders to learn from the issue.
- Serious academic malpractice involving IB examinations or assessment will be reported to the IB and all stakeholders will then abide by the resulting decisions and consequences.

Discretionary Power

- MIS reserves the right to exercise its discretionary power when deciding on the appropriate consequences for students found to have committed an act of academic malpractice.
- Whilst matters related to academic malpractice are confidential, universities often ask about academic integrity and school reference letters may explicitly refer to any documented incidents.