

Draft Honor Code

Alexandria City School Board

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Alexandria City Public Schools

www.acps.k12.va.us

Essential Questions

- What prompted an interest in an honor code?
- What policies, regulations, etc., undergird an honor code?
- Do we need an honor code?

Background

- [Policy JFC - Student Conduct](#)
- [Regulation JFC-R - Standards of Student Conduct](#)
 - *“Cheating: Students shall not cheat, plagiarize or knowingly make false statements with respect to any assigned school work or tests”*



ACPS Student Guidelines

- The ACPS [*Student Guidelines*](#) provide:
 - Alexandria City Public School students are expected to perform honestly through the production of their own work. They should also demonstrate respect for the belongings and rights of others.
 - Students shall not cheat, plagiarize or knowingly make false statements with respect to any assigned schoolwork or tests, nor provide a student the opportunity to do so.



Honor Code Defines Cheating & Plagiarism

- To plagiarize is “(1) to steal and pass off (the ideas or words of another) as one’s own; (2) use (a created production) without crediting the source; (3) to commit literary theft; to present as new and original an idea or product derived from an existing source.” Source: *Webster’s Ninth New Collegiate Dictionary*
- This includes the act of recycling or purchasing assignments or papers.
- If a student attempts to claim the work of another as his or her own he or she is in violation of this Honor Code.
- To cheat is to give answers to others, copy assignments, imagery or tests from others, or look at the tests, coursework (homework and classwork), teacher materials, and similar assignments of others.
- Teachers are expected to teach and reteach students on plagiarism, how to avoid it, the consequences of plagiarism and the proper methods of attributing sources for assignments that require citations.

	First Offense	Repeat Offenses
<p>In such cases of plagiarism, copying/sharing assignments, cheating, the use of translation software without express permission from the instructor, and similar violations of this Honor Code the following consequences will be instituted.</p>	<p>Teacher WILL:</p> <ul style="list-style-type: none"> • Contact the parent & conference with student concerning the violation. • Refer the matter to the appropriate Dean/Assistant Principal. • Matter will be referred to academic honor societies such as National Honor Society for consideration and discipline according to its governing principles, including possible expulsion from the organization. <p>Student WILL:</p> <ul style="list-style-type: none"> • Receive the lowest grade permissible under the ACPS grading policy on the assignment with no chance at a makeup/retake or correction. • Lose any opportunity for recognition of academic achievement such as “Honor Roll” for that marking period even if the student has a qualifying grade point average. <p>Teacher MAY:</p> <ul style="list-style-type: none"> • Require student to forfeit any chance at future extra credit for that marking period, but students are still allowed to reassess other assignments in compliance with school board policy IFA. • Require student to forfeit the opportunity to be involved in any activity related to the assignment. ie. Science Fair • Consider this matter in any applications or letters of recommendation written on behalf of the student. 	<p>In addition to the items listed in the “first offense” column, the following may result for repeat offenses:</p> <ul style="list-style-type: none"> • A student may be suspended from any athletic or extra-curricular school activities for a period of up to one week (5 school days). This includes practices, competitions, rehearsals, performances and other extra-curricular activities. • A student may be required to relinquish any student government office. • Further violations could result in a student being removed from the extra-curricular activity and/or student government offices altogether, including dances or formals/prom. • Administration reserves the right to enact discipline beyond those listed if circumstances require it.

Appeals Procedure

- *A student accused of an Honor Code violation has the right to appeal the punishment to the principal, who may hear the appeal or assign it to another administrator or a body established for the purpose of regulating and monitoring the Honor Code. The school-level appeals process shall be final.*

Questions?

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