



JEWELS INTERNATIONAL SCHOOL OF KINSHASA

## IBDP ACADEMIC INTEGRITY POLICY

MAY 2022

### **BACKGROUND**

A person of integrity is an honest person with high moral principles in whatever they undertake. The IB learner profile discourages any form of cheating such as referring to someone else's research work without giving them credit for their work. Therefore, the whole school community has great responsibility in setting a good example in order to help the students get familiar with this concept of academic integrity.

### **AIM & OBJECTIVE**

The present aims at waking up, both teachers and learners, to the importance of academic values of honesty, respect, courage, fairness, trust and the IB Learner Profile. The end product is an internationally-minded learner who has voice, choice and is able to proudly take ownership of their learning.

### **ACADEMIC INTEGRITY POLICY AND IB LEARNER PROFILE:**

**Principled:** At JISK, educators ensure that the work produced here is always created by us and reference others' work by adding bibliography, citing or co-citing, or paraphrasing as required. All stakeholders respect the norms which have been created for intellectual property of an individual or copyrights.

**Risk-Takers:** At JISK, all the assignments and assessments are completed ethically, with the understanding that we would make mistakes or learn by doing these tasks.

**Knowledgeable:** At JISK all the practices have been used and reinforced to keep academic integrity at higher level whether it is a written or oral task..

**Inquirers:** Educators and the leaders have gained the skills of inquiry to implement in classes. The very reason of essence along with the various lines of inquiry remains intact and the academic integrity is not compromised whilst researching.

## **JISK COMMUNITY RESPONSIBILITIES**

The school community includes the administration, the faculty, the learners and the parents.

The school administration makes it a point of honor to ensure that:

- Teachers and parents understand the importance of academic integrity in the development of the Learner Profile
- Learners abide by the laid out principles of academic integrity
- All the school community members are aware of the consequences that may result from any form of dishonesty

## **THE FACULTY**

The teaching staff has, in order to build up academic integrity, the responsibility to:

- Instil good studying habits into the learners by insisting on academic integrity during classes and assessments as often as necessary , and be good role models
- help students take ownership of their learning, such as being able to cite references, rephrase what they read in their own words and avoid any senseless cutting and pasting
- Make sure the students are aware of the negative effects of such terms as plagiarism, duplication, etc.
- Equip learners with tools likely to help them complete their work in the most academically-honest way possible

## **THE LEARNERS**

In order to achieve academic integrity, any work that the learners submit should:

- Be proved to be their own
- Include names of the people whose ideas they have borrowed
- Clearly state whether it is individual or group work
- Not use any copyrighted material without prior permission
- Have a list of references, if any
- Be an evidence of their own learning
- Use internet resources carefully and with proper judgment

## **THE PARENTS**

Parents' role in building up their children's academic integrity is to:

- Grasp what academic integrity is
- Find time to somehow check if their child's work is genuine
- Help their child, in whatever way they can, with data collecting
- Share ideas with their child about the advantages of academic integrity

## **Malpractices and the consequences at JISK:**

“The IBO defines malpractice as behaviour that results in, or may result in, the candidate or any other candidate gaining an unfair advantage in one or more assessment components”.

**Fabrication of data:** This could be defined as manufacturing data for an experiment and for mathematical exploration/project for seeking favorable outcome.

**Disregarding the IB DP Examination Code of Conduct:** This could be defined as an infraction or disregard of guidelines as established by the IBO with respect to examination conduct or violating norms.

**Plagiarism:** Plagiarism could be defined as the representation, intentionally or unwittingly, of the ideas, words or work of another person without proper, clear and explicit acknowledgment or consent.

**Collusion:** this is defined as supporting malpractice by another candidate, as in allowing one’s work to be copied or submitted for assessment by another to fulfil the IBDP requirements.

**Duplication of work:** this is defined as the presentation of the same work for different assessment components and/or diploma requirements which are required to achieve good grades.

**Paraphrasing:** this is defined as the restatement of someone’s work in another form. In order for it to be allowed, the source needs to be acknowledged

### **Various types of Malpractices:**

- » Submitting to IBO someone else's work
- » Copying the work of another candidate
- » Allowing a peer to copy your work
- » Not acknowledging sources
- » Asking another person to write your work
  - » Falsifying data used in an assignment
  - » Falsifying CAS records and journals
  - » Stealing examination material and/or exam papers
- » Bringing unauthorized material into the examining room. Examples: notes, unauthorized software on a GDC, cell phones or similar gadgets.
- » Disrupting behaviour during exams »
- Impersonating another candidate

### **Consequences of various malpractices:**

**First Offence** Student should be awarded no credit for the work in the case of a first offence. No opportunity is to be given to make up the zero grade. The document is to be collected by the teachers and filed with the principal. Parents are to be notified;

**Second Offence** An automatic no credit t all for the work with the same above specified notifications and qualifications for a second offence. Additionally, a two-day out of school suspension is to be assigned and a meeting of the Parents, student, teacher and Guidance Counselor called by the principal. All work undertaken during the out of school suspension shall be given a grade of absolute zero or could be awarded no credit at all.

**Third Offence:** Indefinite suspension pending a recommendation for expulsion for a third offence with a grade zero being assigned to all work. In case of malpractice in work for an external diploma or certificate (such as the Diploma and IB Courses, PSAT, SAT), the school shall notify the external organization in addition to the above and in some cases there could be expulsion.

### **References and Resources**

Academic Honesty, IBO, 2009

Academic Honesty in the International Context, IBO 2014

Academic honesty – principles to practice

Effective citing and referencing, IBO 2014

General Regulations: Diploma Program, IBO, 2011

Handbook of Procedures for the Diploma Program, IBO 2013