

## Albert Einstein Academy Charter Elementary School



### Academic Integrity Policy

At Albert Einstein Academy Charter Elementary we work together as a school-wide community to help ensure academic integrity. Practices in support of this policy help to build an ethical culture across our campus. It is the responsibility of the entire learning community, administration, staff, students, and families, to understand and adhere to the guidelines detailed within this policy. Fostering and supporting academic integrity within our K-5, Primary Years Programme (PYP) community will help provide students the ethical foundation "fundamental in their development into responsible and caring world citizens of the future." The purpose of this document is to detail Albert Einstein Charter Elementary School's academic integrity policy for all members of our PYP learning community.

#### What is Academic Integrity?

According to IBO, "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." The learning expectation for academic integrity is supported in IB Learning Standard (0402-04) "*Students grow in their ability to make informed, reasoned, ethical judgements,*" and is explained in the practices below:

- take responsibility for producing authentic and genuine individual and group work
- learn how to correctly attribute sources and acknowledge the work and ideas of others
- responsibly use information technology and social media
- observe and adhere to ethical and honest practices during examinations

#### Academic Integrity and the IB Learner Profile:

At Albert Einstein Academy Charter Elementary the Learner Profile is the living and breathing mission statement of our Primary Years Program. The ten IB Learner Profile Attributes help foster academic integrity by encouraging our students to be:

**Inquirers** who acquire the skills necessary to conduct inquiry and research

**Knowledgeable** as they explore concepts, ideas and issues

**Principled** as they act with integrity, honesty and take responsibility for their actions

**Open-minded** as they seek and evaluate a range of points of view

**Risk takers** who articulate and defend their opinions and beliefs

**Thinkers** who make ethical decisions

**Communicators** who use a variety of resources to research and share their personal thinking

**Balanced** as they understand the importance of intellectual, physical and emotional balance

**Reflective** as they give careful consideration to their own learning and experiences

**Caring** as they show empathy, compassion and respect for others' intellectual property

These qualities, when applied to learning and student work, help establish behaviors and practices that support academic integrity.

## **Academic Integrity and the Approaches to Learning:**

At Albert Einstein Academy Charter Elementary we incorporate Approaches to Learning, which provide the foundational work required in order for students to become lifelong learners. Working together, these five categories help foster academic integrity:

**Thinking skills** - analyze and evaluate the ideas of others and create your own

**Research skills** - apply informational and digital literacy skills to locate, evaluate and use information in an principled manner

**Communication skills** - use listening, speaking, reading and writing skills to communicate accurate information and paraphrase ideas across platforms

**Social skills** - develop positive, collaborative relationships when working with others and make fair decisions

**Self-management skills** - effectively manage time and tasks, take responsibility for one's own actions

When these skills are taught, modeled, and used throughout the learning community, students learn how to learn, and do so ethically.

## **Staff Responsibilities:**

At AEACES, staff will:

- share the academic integrity policy with the learning community
- make clear connections between Approaches to Learning Skills, the Learner Profile and their role in academic integrity
- model the practice of academic integrity
- nurture intrinsic value in producing work that represents an individual's independent thinking
- provide developmentally appropriate learning experiences on how to practice academic integrity
- ensure students have a developmentally appropriate understanding of academic integrity, academic misconduct, and possible consequences
- respond to student academic misconduct with a restorative approach

## **Student Responsibilities:**

At AEACES, students will:

- understand and follow the school's academic integrity policy
- inquire about elements of the policy they may not understand
- do their best to exhibit the Learner Profile attributes throughout the learning process
- exercise the Approaches to Learning: self-management skills, social skills, communication skills, thinking skills, and research skills
- report any academic misconduct

## **Family and Community Responsibilities:**

At AEACES, the family and community will:

- read, understand, and support the school's academic integrity policy
- model academic integrity at home
- when developmentally appropriate, support their children in: accessing resources, paraphrasing information, and crediting sources
- hold their children accountable for exercising academic integrity when conducting research
- allow students to be agents of their own work and refrain from completing assignments for students

**Examples of Misconduct:**

- Cheating or Copying
- Plagiarism
- Unacceptable collaboration
- Intentional falsification of data, records, or information
- Aiding in the dishonesty of others
- Unauthorized or malicious interference

**Consequences of Academic Misconduct:**

Consequences for academic misconduct will be decided based upon the severity of the incident and the learner's developing understanding of academic integrity.

**Policy Review**

Albert Einstein Elementary Charter's Academic Integrity Policy will be reviewed by the learning community annually.

**References**

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