



Academic Integrity Policy Rudbecksgymnasiet, Örebro

The IBO mission statement:

The International Baccalaureate® aims to develop inquiring, knowledgeable and caring young people who help to create a better and more peaceful world through intercultural understanding and respect.

To this end the organization works with schools, governments and international organizations to develop challenging programmes of international education and rigorous assessment.

These programmes encourage students across the world to become active, compassionate and lifelong learners who understand that other people, with their differences, can also be right.

What is Academic Integrity?

Academic integrity is defined by the IBO document, *Academic integrity as '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.'*

This makes it clear that the notion of academic integrity is not just a set of policies that students must follow: it is also a broader ethos, encompassing the attitudes and behaviour of students, teachers, and other members of staff, with a focus on trust and individual responsibility. As such, it should be integrated with the specific IB ethos which is built around the IB Learner Profile.

Nonetheless, students need to understand specific policies, which are developed to ensure **academic integrity** is maintained. A strong policy on academic integrity is also necessary to maintain the integrity of the IB's assessment structure, particularly at the Diploma Program level, as all candidates should have an equal opportunity to achieve the highest marks.

It is the responsibility of each student, faculty member and administrator to understand these policies. Students' parents/guardians must also understand these policies, and are required to sign this document to indicate that they have read and understood the

policy. A lack of understanding is not an adequate defense against a charge of academic misconduct.

Our Academic integrity policy is reflected in the ethos of the school community, which is centered on an ethical culture: it is not just a list of rules and penalties. It is embedded in teaching and learning, and—in being integrated with the IB Learner Profile—aims to foster principles of integrity that will serve students both during their time as IB students, and in their further academic and personal development.

What is Academic Misconduct?

Academic misconduct can take several forms. According to the IB, misconduct can be defined as:

1. A 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.
2. Behaviour that may disadvantage another student is also regarded as academic misconduct.
3. It also includes any act that potentially threatens the integrity of IB examinations and assessments that happens before, during or after the completion of the assessment or examination, paper-based or on-screen.

These definitions make it clear that academic misconduct is not merely the concern of the student, but is also something that should be reflected upon and understood by others within the school community, such as teachers, administrators, parents, and guardians.

Misconduct includes:

- **plagiarism:** *this is defined as the representation of the ideas or work of another person as the candidate's own.*
- **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.*
- **duplication of work:** *this is defined as the presentation of the same work for different assessment components and/or diploma requirements.*
- **any other behaviour that gains an unfair advantage** for a candidate or that affects the results of another candidate (for example, taking unauthorized material into an examination room, misconduct during an examination, falsifying a CAS record).

Responsibility

The responsibility of authenticating IB assessed work lies both with the candidate and the teachers. Candidates must sign a cover sheet for all externally assessed work (excluding May exams) verifying that his or her work is authentic.

*The **candidate** is ultimately responsible for ensuring that all work submitted for assessment is **authentic**, with the work or ideas of others fully and correctly acknowledged.*

*It is the responsibility of each **teacher** to confirm that, to the best of his or her knowledge, all candidates' work accepted or submitted for assessment is the authentic work of each candidate.*

*Candidates themselves must bear the **consequences** if they submit any work for assessment that **is not their own**, regardless of whether the plagiarism was deliberate or the result of poor research skills. The same principle applies to collusion.*

Because of this, IB teachers will closely monitor all assessed work and candidates will post their papers on peer assessed sites and be checked with **URKUND** to help ensure authenticity.

Teacher Responsibilities

Notwithstanding the responsibility of students, the IB publication *Academic Integrity* states that:

Academic integrity must be part of the teaching and learning process and an aspiration of the entire school community.

Thus, teachers have a responsibility in ensuring that students understand the significance of academic integrity, and should ensure that teaching and learning helps students develop such understanding. The IB publication *Academic Integrity* specifies that teachers are responsible for:

- ensuring that students have a full understanding of the expectations and guidelines of all subjects
- ensuring that students understand what constitutes academic misconduct and its possible consequences
- planning a manageable workload so students can allocate time effectively to produce work according to IB's expectations
- giving feedback and ensuring students are not provided with multiple rounds of editing, which would be contrary to instructions described in the relevant subject guides
- ensuring that all student work is appropriately labelled and saved to avoid any error when submitting assessment to the IB
- developing a plan to cross-reference work across multiple groups of students when they are preparing to submit final pieces of work for assessment in order to prevent collusion
- responding to student academic misconduct and supporting the school's and IB's investigations
- responding to school maladministration and supporting the school's and IB's investigations.

The IB also randomly checks candidates' work for plagiarism using a web-based plagiarism prevention service.

Responsibilities of Parents and Guardians

IB publication *Academic Integrity* makes it clear that parents or guardians must also be aware of the importance of academic integrity, and should understand the principles of academic integrity so that students in their care are not intentionally or inadvertently given an advantage over other students.

Specifically, the IB requires that parents and guardians:

- understand IB policies, procedures and subject guidelines in the completion of coursework or examination papers by their children
- support their children's understanding of IB policies, procedures and subject guidelines
- understand school internal policies and procedures that safeguard the authenticity of their children's work
- support their children in planning a manageable workload so they can allocate time effectively
- understand what constitutes student academic misconduct and its consequences
- understand what constitutes school maladministration and its consequences
- report any potential cases of student misconduct or school maladministration to the school's directorate and/or the IB
- submit only genuine and/or authentic evidence to support a request for inclusive access arrangements or adverse circumstances considerations for their children
- abstain from giving or obtaining assistance in the completion of work to their children.

To this end, parents and guardians are required to read and sign this policy.

Consequences

Plagiarism (and other forms of malpractice) must not be viewed as a trivial offence with only minor consequences. It must be viewed as a serious academic transgression with a community attitude that shows no tolerance and imposes severe penalties when it is discovered.

If a teacher suspects academic malpractice, he or she should report it to the IB Coordinator within three working days. Together with the school principal and the subject teacher, an appropriate sanction will be decided for the student. The following are possible sanctions for academic malpractice:

1. **Grading sanctions:** the student's grade could be lowered.
2. **Re-submitting work:** the student would have the opportunity to turn in a new version with a new topic area, without teacher feedback

3. Failing the course: In this case, the student would not be allowed to submit their work and would not be allowed to re-write it. This would result in a failing grade for that course and an incomplete IB Diploma.

If malpractice is suspected after the final version has been turned in and the cover sheet has been signed, the IBO will initiate an investigation into malpractice. If malpractice is discovered after a candidate has been awarded marks or a diploma, the diploma can be withdrawn.

More information

The IB's Academic Integrity Policy can be found on the school's website:
<http://www.ru.orebro.se>



Academic Integrity Contract Rudbecksgymnasiet, Örebro

The following must be signed and turned in to your mentor within one week.

I have read and understood the Academic Integrity Policy for the IB Program at Rudbecksskolan, Örebro.

Student Name (PRINT) _____

Parent / Guardian Name (PRINT) _____

Student signature Date: _____

Signature Date: _____

*Adapted with full permissions from Per Brahe Gymnasiet, Jönköping