

### Academic Integrity Policy – Silver Fern International School

#### ***Vision Statement of SFIS:***

To inspire and empower every learner to thrive as a compassionate, curious, and globally responsible individual—ready to lead meaningful change in an interconnected world.

#### ***Mission Statement of SFIS:***

At SFIS, we are a collaborative learning community committed to nurturing internationally-minded learners. We empower students to become creative and critical thinkers, fostering a spirit of inquiry and reflection. Through meaningful learning experiences, we support them in becoming compassionate, knowledgeable, and principled individuals who take responsible action to make a positive difference in their local and global communities.

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**Date Adopted:** 28/12/2022

**Review Date:** July 2025

#### **Philosophy**

Academic integrity is a cornerstone of our mission to grow principled, internationally-minded learners. The IB Learner Profile defines a principled learner as someone who “acts with integrity and honesty, with a strong sense of fairness and justice, and with respect for the dignity and rights of people everywhere.” We instill these values from an early age to ensure ethical behavior becomes a lifelong habit.

#### **Definition of Academic Integrity**

At SFIS, academic integrity means being honest, completing your own work, and giving credit to others when using their ideas, words, or images. According to the IB:

“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 behavior in the production of legitimate, authentic, and honest scholarly work.” (Academic Integrity, IBO)

#### **Key Terms**

- **Plagiarism:** Using someone else’s ideas, words, or work without proper acknowledgment.
- **Collusion:** Allowing your work to be copied or copying another’s work for submission.

#### **Student Rights**

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## Academic Integrity Policy 2025 - 2026

- To be explicitly taught academic integrity in an age-appropriate way.
- To receive modeling and reinforcement from teachers and staff.

### Student Responsibilities

- Complete their own work and give credit where it is due.
- Cite sources, even in simple formats starting in Preschool.
- Avoid copying, using online content without credit, or helping others cheat.

### School Rights

- Expect students to follow academic integrity when proper instruction has been given.

### School Responsibilities

- Model academic integrity themselves.
- Explicitly teach summarizing, paraphrasing, and age-appropriate citation.
- Provide clear guidelines for group work to prevent collusion.
- Communicate consequences of misconduct in upper grades.
- Provide copies of the policy and examples to parents in print or digital format.

### Parent/Guardian Rights and Responsibilities

- Right to access the policy and seek clarity when needed.
- Should monitor student work and support the school's efforts.
- Avoid doing students' work or tests; help students apply academic honesty strategies.

### Examples of Good Practices

- A student creates a project using sources but writes all content in their own words and cites sources.
- A group works collaboratively but each student completes and presents their own part with shared citations.

### Examples of Academic Misconduct

- Copying summaries or book reviews from the internet.
- Submitting work without citing sources.
- Sharing answers or letting another student copy work.

### Procedures and Consequences

- Teachers will use suspected dishonesty as a learning opportunity for young students.

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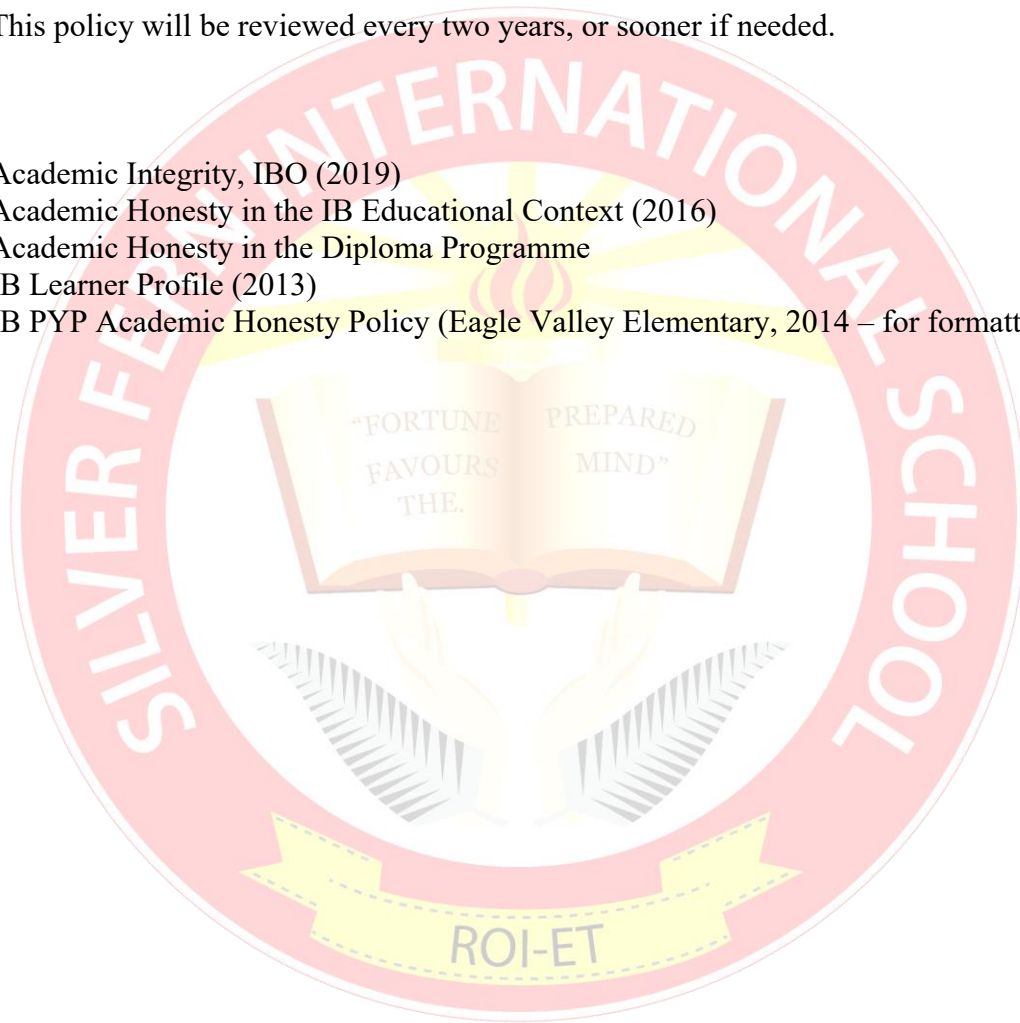
- Mini-lessons or reteaching may be conducted as needed.
- In upper grades, violations may impact project grades if expectations were clearly taught.
- Repeated violations will lead to a parent conference. Student participation is expected.
- Purposeful, repeated misconduct after all interventions will be referred to the Principal. A record will be kept in the student's file.

### Review Cycle

- This policy will be reviewed every two years, or sooner if needed.

### Sources

- Academic Integrity, IBO (2019)
- Academic Honesty in the IB Educational Context (2016)
- Academic Honesty in the Diploma Programme
- IB Learner Profile (2013)
- IB PYP Academic Honesty Policy (Eagle Valley Elementary, 2014 – for formatting)



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