



Brookes Moscow School Policy

ACADEMIC HONESTY POLICY

1.0 PURPOSE

The academic honesty policy clarifies the responsibilities of Brookes Moscow, its students and parents. It also outlines the guidelines in cases of academic misconduct.

2.0 SCOPE

The policy applies to all students from nursery to Year 13.

3.0 POLICY STATEMENT

Student responsibilities

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

Teacher responsibilities

- 1) Teaching and learning must develop the positive behaviours that students will need to demonstrate clearly that they complete their work carefully, honestly and authentically.
- 2) In the International Baccalaureate Diploma Programme, teachers must submit all Internal Assessments and Extended Essays through the text-matching software Turnitin.

School responsibilities

- 1) Brookes Moscow's leadership has the responsibility for establishing a school culture that actively encourages academic honesty.
- 2) At Brookes Moscow we will use the Harvard System of referencing.

Parent responsibilities

Parents are expected to encourage ethical behaviour and monitor their children's work in the home.

Principles for dealing with and consequences of academic misconduct

Any case of academic misconduct will be dealt with in a manner that ensures equity, consistency, procedural fairness, timely resolution and further learning.

4.0 RESPONSIBILITIES

4.1 Compliance, monitoring and review

The Head of school is responsible for the creation of a culture of academic honesty in the school. Class teachers are responsible for the implementation of the policy in their daily classroom practice.

4.2 Reporting



- The policy is available to the school community on the school's website.
- The Head of Lower School and the Head of Upper School are responsible for receiving and collating all correspondence pertaining to academic honesty in their respective schools.

5.0 DEFINITIONS

- 1) Academic honesty: Academic honesty is making knowledge, understanding and thinking transparent.
- 2) Academic misconduct: Examples of academic misconduct include, but are not limited to plagiarism, collusion, duplication, disruptive behavior during examinations.

6.0 RELATED LEGISLATION AND DOCUMENTS

Brookes Moscow's academic honesty policy reflects the IB's requirements for [academic honesty in the IB educational context](#).

7.0 APPROVAL AND REVIEW DETAILS

Approval Authority: The Head of School
Administrator: The Deputy Head of School
Review date: May 2020

8.0 APPENDIX

Relevant and linked documentation:

- Brookes Moscow Assessment and Recording policy
- Brookes Moscow Inclusion policy