



## Academic Integrity Policy



### Help for non-English speakers

If you need help to understand this policy, please contact Kororoit Creek Primary School (KCPS) at [kororoit.creek.ps@education.vic.gov.au](mailto:kororoit.creek.ps@education.vic.gov.au).

### Purpose

The purpose of this policy is to identify the meaning and application of academic integrity in our context as an IB World School. Academic integrity is based upon our understanding of personal responsibility and honesty as related to the use of other's intellectual property, including their work, words and images.

This policy aims to support our community to participate in and promote academic integrity by demonstrating our commitment to the Learner Profile attributes in the process of acknowledging the work of others as their own. By making the Kororoit Creek Primary School's commitment to academic integrity transparent, this document outlines the responsibilities and expectations of our community and is aligned with our Mission Statement.

### Academic Integrity

Academic integrity centres on the expectation that students, teachers and families act to:

- maintain fairness
- maintain trust and credibility
- develop respect for others

Kororoit Creek Primary School employs the attributes of the IB Learner Profile when providing examples and models of academic integrity for students that support the development of the approaches to learning in the classroom at a whole class, collaborative group and individual level. These practices should be clearly communicated to all members of the school community and modelled at a level appropriate for the age of the student, including:

- their responsibility for producing authentic and genuine individual and group work
- how to correctly attribute sources, acknowledging the work and ideas of others
- the responsible use of information technology and social media
- how to observe and adhere to ethical and honest practice during assessments

Breaching academic integrity is also known as 'academic misconduct' or 'academic dishonesty'.

### School Responsibilities

As a school, our responsibilities in relation to academic integrity are to:

- promote, understand and participate in following the basic principles of academic integrity
- teach our students to understand the meaning of academic integrity in the context of the Learner Profile attributes
- teach our students to understand the expectations and consequences of them in relation to the use of other's intellectual property, including their work, words and images
- respond to breaches of this policy in accordance with the assessment practices of the IB, and with an emphasis on reflecting upon our practice with regards to the teaching of this policy



## Student Responsibilities

As students of Kororoit Creek Primary School, your responsibilities in relation to academic integrity are to:

- demonstrate the IB Learner Profile attributes that relate to academic integrity in your homeroom and homework practices, in collaborative learning, and in other activities
- actively participate in each Unit of Inquiry and engage in learning that enables the construction of enduring understandings based on what is learnt from a range of resources
- ensure that your work (individual or group) is your own
- accurately acknowledge the work and ideas of others, including citations or references at an age-appropriate level
- respect copyrighted text and images, and not use them without permission
- follow the relevant Essential Agreements related to the responsible use of information technology and media resources

## Teacher Responsibilities

As teachers of Kororoit Creek Primary School, your responsibilities in relation to academic integrity to

- explain to students and parents what academic integrity means in specific terms and provide clear criteria for measuring academic integrity, including giving examples
- support students to use the relevant approaches to learning so that they complete their work a way that shows academic integrity i.e. paraphrasing and developing a reference list to acknowledge the work of others, using digital images that do not breach copyright restrictions and citing sources
- explicitly teach and model respect for others through the acknowledgement of authors, illustrators and other resources
- teach and develop an understanding of the concepts of honesty, plagiarism, collusion and duplication where and when it is developmentally appropriate within the scope of the POI
- develop learning intentions and success criteria for lessons and tasks that reward the process of learning rather than only the final product
- respond proactively to build student understanding of academic integrity and deal with breaches in an age-appropriate, fair and educational manner

## Parent Responsibilities

As parents of Kororoit Creek Primary School, your responsibilities in relation to academic integrity are:

- speaking with your child about the concept of honesty, and how this applies to their behaviour as a learner in an educational setting

## Procedures for Breaches of Academic Integrity

When breaches of this policy occur at the classroom level, teachers will assume responsibility for investigating and determining consequences with the student. Some of the proactive, age-appropriate responses may include:

- revisiting and unpacking the core teacher and student responsibilities from within this policy
- tasks, including assessment pieces, should be revised and demonstrate an honest approach to representing the student's learning (i.e. free from plagiarism, collusion or duplication)
- escalation to a senior member of the School Improvement Team
- discussion with parents/guardians

## Acknowledgements / Related policies and resources

- Documents referred to in the process of developing this policy include:
- Statement of Values and School Philosophy Policy – <https://kororoitcreekps.vic.edu.au/wp-content/uploads/2018/11/Statement-of-Values-and-School-Philosophy-Policy.docx>
- School Mission Statement – <https://kororoitcreekps.vic.edu.au/about-kcps/#mission>
- International Baccalaureate – Academic Integrity Policy 2019
- Highton PS Academic Integrity Policy
- Kingsville PS Academic Honesty Policy



## Policy review and approval

Policy last reviewed	21 March 2024
Approved by	Principal- Bethany Riseley
Next scheduled review date	21 March 2027 [this policy will be reviewed as a part of our three-yearly review cycle]

