



**Superintendent of Schools**  
Alberto M. Carvalho

**Miami-Dade County School Board**

*Perla Tabares Hantman, Chair  
Dr. Steve Gallon III, Vice Chair  
Lucia Baez-Geller  
Dr. Dorothy Bendross-Mindingall  
Christi Fraga  
Dr. Lubby Navarro  
Dr. Marta Pérez  
Mari Tere Rojas  
Luisa Santos*

## **Academic Honesty Policy**

### **CORAL REEF SENIOR HIGH SCHOOL**

International Baccalaureate Academy  
Honor Code Policy  
2020-2021

**Coral Reef Senior High is a community dedicated to scholarship, leadership, and service to the principles of honesty, fairness, respect, and accountability. Citizens of this community commit to reflect upon and uphold these principles in all academic and nonacademic endeavors and to protect and promote a culture of integrity.**

**The ultimate goal of Coral Reef High School's International Baccalaureate Programme is to educate students who graduate as life-long learners and responsible, productive citizens in a global society. Academic honesty is promoted throughout Coral Reef High School with a focus on fostering the IB Learner Profile in order to establish good academic habits to ensure student success.**

**Academic Misconduct:** Is a behavior that results in, or may result in, any candidate gaining an unfair advantage in academic work. Malpractice includes but is not limited to the following:

**Plagiarism:** the representation of the ideas or work of another person as one's own without proper, clear, and explicit acknowledgment.

**\*Turnitin Plagiarism Software is used for all IB assignments that provides an Originality Report that detects plagiarism in a student's paper.**

**Collusion:** allowing one's work to be copied or submitted for assessment by another.

**Duplication of Work:** the presentation of the same work for different assessment components and/or DP core requirements.

**Cheating:** the use or attempted use of unauthorized assistance during an examination, on a writing assignment, homework assignment, or other project (i.e.-cell phones, calculator, or any other electronic device).

**Fabrication:** the creation of false data or citations.

**Misconduct during an IB Examination:** talking, taking unauthorized material into an examination, behavior that disrupts the examination or distracts other candidates, or communicating with another candidate.



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**Roles, Responsibilities and Adherence:**

**STUDENT RESPONSIBILITIES:**

- Read, sign, and commit to the Academic Honesty Policy.
- Ensure that all work submitted is authentic
- MUST meet all internal school deadlines

**PARENT RESPONSIBILITIES**

- Read, understand and sign the Academic Honesty Policy
- Encourage their student to practice academic honesty

**TEACHER RESPONSIBILITIES:**

- Include the Academic Honesty Policy in individual class syllabi
- Train students in the use of Turnitin.com and refer to the originality report to detect plagiarism
- Monitor all testing environments
- Confirm that all student work is authentic
- Report and record academic dishonesty by writing a referral
- Model academic honest is all class presentations

**IB COORDINATOR/ADMINISTRATOR OVER IB:**

- Ensure that all students, parents, and teachers understand the meaning of academic honesty via oral presentations (i.e.- IB Academy Night/IB Articulation Night class visits)
- All policies are posted on the Coral Reef website under the IB Academy
- Handle the consequences for violations of academic honesty in the classroom or report to IBO if necessary
- Maintain the Turnitin account
- Plan, coordinate and monitor all IB Exam sessions
- Facilitate Academic Honesty Committee Meetings



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**Consequences for Academic Honesty Violations:**

**1<sup>ST</sup> OFFENSE:**

- Teacher will write a written discipline referral and include a copy of the work in question
- Student will not receive credit for the work.
- Student will meet with the Coordinator to complete a written statement explaining the reason for the malpractice.
- IB Coordinator will contact the parent to explain the situation, as well as place the student on conduct probation. The probation letter will be sent home with the student and will require a student and parent signature. The letter will be returned to the IB Coordinator and put in the student's file.
- The IB Coordinator will then give the referral to the Assistant Principal over IB. He will then assign additional consequences ranging from detentions to indoor suspension.

**2<sup>ND</sup> OFFENSE:**

- Teacher will write a written discipline referral and include a copy of the work in question
- Student will not receive credit for the work.
- Student will meet with the Coordinator to complete a written statement explaining the reason for the malpractice
- Upon the second offense, the IB Coordinator, the Counselor, and the Administrator will meet with the parents and the student to discuss the process of exiting Coral Reef High School and returning to the appropriate, zoned school.

**Policy Review and Distribution:**

The Academic Honesty Policy will be reviewed on an annual basis during the Opening of Schools IB faculty meeting. The Academic Honesty Policy will be posted on the Coral Reef website and will be shared within each individual class, as well as during IB Academy Night and IB Articulation. Students and parents will be required to sign the Academic Honesty Policy each school year as part of their Magnet Contract.