

# Tates Creek High School ACADEMIC HONOR CODE

Tates Creek High School offers a quality education that not only ensures knowledge and models skills for becoming responsible citizens, but also cultivates honor, honesty, and integrity. All Tates Creek students are expected to strive for and maintain the highest standards of academic integrity, school leadership, and community responsibility. Tates Creek Honor Code violations include:

- Cheating – The use of unauthorized assistance or material, or giving or sharing of unauthorized assistance or material, in the carrying out of **any** academic assignment.
- Forgery – The intent to mislead others by falsifying a signature in an academic matter (hall pass, parental signature, etc.)
- Plagiarism – “The act of appropriating the literary composition of another, or parts, or passages of his/her writings of ideas, or the language of the same, passing them off as the product of one’s own mind” (Black’s Law Dictionary, 5<sup>th</sup> Edition). Students are expected to cite properly any material from a published or unpublished source, including material available on the Internet. Although academic disciplines may differ in the manner in which sources are cited, some principles apply across disciplines. In general, any ideas, words, or phrases that appear in another source must be acknowledged at the point at which they are utilized in a student’s work.

## Certifying Statement

Students are expected to accept and adhere to the following certifying statement:

**I will neither give nor receive unauthorized assistance for any work I submit, and I will adhere to the Tates Creek High School Honor Code guidelines.**

## Consequences

### First Offense

- Student will receive a zero on the assignment with no opportunity for make-up.
- Student Discipline Referral completed for purposes of documentation and inclusion in discipline records.
- Teacher will call parent to explain violation.

### Second and Subsequent Offenses

- Each of the three consequences from first offense
- Student will not be allowed to participate in student council or honor societies, nor will be considered for any school academic awards for the remainder of the school year.
- In-school suspension may be assigned.

## Consequences Specific to the ACE Pre-Diploma and IB Student

The ACE Pre-Diploma and the International Baccalaureate faculty at Tates Creek recognize the choice students make and the privilege that accompanies their enrollment in these respective programs.

### First Offense

- Teachers will contact parent/guardian when a violation of the Honor Code has occurred.
- When an initial infraction of the school honor code by an ACE Pre-Diploma or IB student occurs, an IB Honor Council, consisting of an administrator, a counselor, the IB Coordinator, and 2 IB faculty members will convene to allow the student to state his/her case before the Honor Council.
- The IB Coordinator will meet with the student and parent/guardian to review the academic progress of the student.

### Second Offense

- The student will be administered the second offense consequences as outlined in the first offense category.
- The student shall be dismissed from the ACE Pre-Diploma or International Baccalaureate program of Tates Creek High School. The student may request to appear before the Honor Council to offer statements of appeal on his/her behalf. The Honor Council will initiate the student’s dismissal from his/her respective program unless extenuating circumstances, at the discretion of the Council, dictate otherwise.

In addition to the above, consequences may be imposed in accordance with the Student Code of Conduct.