

## Broughton High School Honor Code

**Intent:** The Broughton High School Honor Code promotes a community of honesty, integrity and trust that supports student learning and achievement. Beginning in the 2012-2013 academic year, all students will be asked to sign the Broughton High School Honor Code in CAPS Class; these documents will be collected by administration and filed in the main office. To emphasize the importance of academics and academic integrity, teachers will also be encouraged to place a modified version of the BHS Honor Code on assessments and to obtain student signatures.

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### The Broughton High School Honor Code reads as follows:

Wake County Public School System and Broughton High School require adherence to specific standards of conduct in academic affairs. Wake County School Board Policy 6410 reads as follows:

**Integrity:** *Any student who engages in or attempts to engage in cheating, plagiarism, or falsification...shall be subject to disciplinary action. The following actions are specifically prohibited:*

1. **Cheating:** *Giving or receiving of any unauthorized assistance on academic work*
2. **Plagiarism:** *Copying the language, structure, or idea of another and representing it as one's own work*
3. **Falsification:** *Verbal or written statement of any untruth*

Examples of **cheating** include, but are not limited to, the following: Copying information from others' work; allowing others to copy information from yours or someone else's work; using unauthorized materials or methods to complete an assignment, including cheat sheets, notes, books, formulas or information in calculators, cell phones, and other sources; having unauthorized prior knowledge of an assessment; and choosing to be absent on the due date of a project, paper, quiz, or test.

Examples of **plagiarism** include, but are not limited to, the following: Copying and pasting information from a webpage into an assignment without proper citation, using images from electronic or print sources without proper citation, and using unauthorized translation services or devices.

Examples of **falsification** include, but are not limited to, the following: Attempting to pass off someone else's work, imagery or technology as your own; purchasing an assignment from another person or technological resource; falsifying scientific or other data submitted for academic credit; forging a signature; and tampering with official records.

### Consequences:

Violation of the Broughton High School Honor Code is a Level II integrity violation. Level II violations are punishable by a short-term suspension though punishment may be reduced or heightened in the event of mitigating or aggravating circumstances. The Broughton High School community will adhere to the following consequences:

- The teacher will talk to the student about the violation and coach the appropriate student behavior or action.
- The teacher will call the parent or guardian to discuss the incident.
- The teacher will write a discipline referral documenting the incident.
- The administrator will notify any extracurricular organizations of which the student is a member; the organizations will take action in accordance with their by-laws or codes of conduct.
- The student will receive a zero on the assignment.
- The student will be subject to punishment based on the severity (mitigating v. aggravating) of the action.

**Responsibilities of Teachers:**

- To maintain and support the academic integrity of the school community
- To clearly present the Broughton High School Honor Code to all CAPS Class students and academic students
- To include the Student Statement of Integrity or a modified version of it on any assignments deemed appropriate
- To maintain the integrity of all assessment processes by monitoring testing situations, changing assignments from year to year, and developing multiple versions of assessments if necessary
- To explain the use of permissible study aids
- To highlight issues of academic integrity through ongoing classroom discussion
- To instruct students in proper research techniques, including note-taking strategies and citation methods
- To adhere to the consequences as written
- To check student papers for plagiarism using SafeAssign (Blackboard) or other appropriate means

**Responsibilities of Students:**

- To maintain and support the academic integrity of the school community by completing all assigned work and assessments according to the stated policies and without cheating, plagiarism or fraud
- To understand the Broughton High School Honor Code and the potential consequences
- To understand the assignments you are given, the processes necessary to complete those assignments, and the individual teacher's expectations

**Responsibilities of Administrators:**

- To maintain and support the academic integrity of the school community
- To adhere to the consequences as written