



## Pine Hollow Honor Code

**Pine Hollow Middle School, in accordance with WCPSS Board Policy 4310, has established the following policy regarding violations of academic integrity.**

We believe that grades are a reflection of a student's demonstrated understanding of the curriculum. In order to accurately reflect "demonstrated understanding," a student's efforts must honestly reflect his/her efforts and not be inflated due to cheating, plagiarism, or falsification.

WCPSS Board Policy 4310\* (Honor Code) has defined these three areas as follows:

### **A. Prohibited Behavior**

1. Cheating: Cheating is an academic deception where a student intends in some way to receive or attempt to receive credit for work not originated by the student, to give or receive unauthorized assistance, or to give or receive an unfair advantage on any form of academic work.

Cheating includes, but is not limited to:

- copying from another student's examination, assignment, or other coursework with or without permission;
- allowing another student to copy work without authorization from a teacher or administrator;
- taking an examination, writing a paper, or completing any other assigned academic task on another student's behalf;
- using notes or resources in any form, including written or online, without authorization;
- sharing or accepting from another, without authorization, any examination content, questions, answers, or tips on an assessment or assignment through the use of notes, scratch paper, social media, or any type of written, oral, or electronic communication.

2. Plagiarism: Plagiarism is using passages, materials, words, ideas, and/or thoughts of someone or something else and representing them as one's own original work without properly crediting the source.

Plagiarism includes, but is not limited to:

- copying text, images, charts, or other materials from digital or print sources without proper citation;
- intentional misrepresentation of work as your own by paraphrasing of items from digital or print sources without proper citation;
- using translation tools or resources to translate sentences or passages without permission;
- using a thesis, hypothesis, or idea obtained from another source without proper citation.

3. Falsification or Deceit: Intentional acts of falsification or serious deceitful misconduct that threaten the health, safety, or welfare of others, or that cause a substantial detrimental impact on school operations or other individuals are prohibited.

Falsification or deceit includes, but is not limited to:

- falsifying another person’s name on a school-related document such as a test or report;
- buying or selling test questions or answers;
- copying secure test materials and providing the materials to others;
- paying for or receiving anything of value to complete a school assignment.

## **B. Violations for Cheating or Plagiarism (includes homework, minors, and majors)**

Students who are found to submit work that is not completed entirely by themselves (or in assigned group situations) are not displaying academic integrity and are subject to the following consequences:

	<b>Grade Penalty</b>	<b>Behavioral Consequence</b>
<b>1st Offense</b>	A zero is assigned but student has an opportunity to retake/redo assignment/test at a time determined by the teacher with the following reduction: 6th grade - 20% 7th grade - 30% 8th grade - 40% -deduction to be taken after assignment is graded	Student- teacher conference and parent notification
<b>2nd Offense</b>	A zero is assigned but student has an opportunity to retake/redo assignment with the following reduction: All grades - 40% -deduction to be taken after assignment is graded	1 day ISS and parent notification
<b>3rd or Subsequent Offense</b>	Loss of opportunity to retake/redo assignment	1 day ISS and parent notification

## **C. Violations for Falsification or Deceit**

Students thought to be in violation of falsification or deceit will be referred to administration and addressed on a case by case basis.

Note: Violations of the Honor Code may impact eligibility for school privileges including but not limited to athletic participation, honors, or awards. Further, this policy does not prevent consequences from being imposed by other organizations or regulations.

Only excerpts of Board Policy 4310 (Honor Code) have been printed here. Please refer to wcpss.net for the entire policy.