



ACADEMIC INTEGRITY POLICY

Academic Integrity - Academic integrity is defined by the Ministry as producing: “evidence of one’s own learning through demonstration of responsibility, honesty, trust and respect.”

Maladministration – an intentional or unintentional violation of correct procedure that potentially threatens academic integrity.

Academic Misconduct – an intentional or unintentional act meant to provide an academic advantage in relation to assessment or the achievement of educational outcome (including but not limited to plagiarism, collusion, fabrication, cheating, or bribery).

RATIONALE

Staff and students at Bedford Road Collegiate are dedicated to the values of the Saskatoon Public School Division and the Education Act of Saskatchewan which includes an obligation of academic integrity. Whether intentional or not, any action that compromises the trust of stakeholders can bring the entire system into disrepute.

Bedford Road Collegiate also shares the view of the IB and the understanding that academic integrity is an essential underpinning to the ethical framework of any learning institution. Bedford Road Collegiate hopes to establish a learning culture built on strong academic practice and authenticity which will be supported with principled educational and assessment practices.

All International Baccalaureate students at Bedford Road Collegiate are expected to abide by policies laid out by the Saskatchewan Ministry of Education, Saskatoon Public Schools, and the International Baccalaureate.

STAKEHOLDERS

To properly foster a climate of academic integrity it is essential that each stakeholder knows their roles and responsibilities. Though the responsibility is shared by the whole community, each member has a specific part to play:

School Administration

- Ensuring that there is a common understanding of academic integrity across the school,
- Provision of support for teachers in maintaining and implementing an academic policy,
- Communication of the academic policy to parents or guardians.

Programme Coordinator

- Ensuring the requirements and policies of the IB are applied consistently,
- Making the requirements of the IB integrity policy known to parents, students, and teachers
- Reporting any suspected instances of misconduct related to the IB known to school administration and the IB

Teaching and support staff

- Ensuring a complete understanding of the guidelines for themselves and students
- Modelling academic integrity in their practice
- Fostering an atmosphere that encourages the acquisition of skills over the accumulation of grades
- Reporting any occurrence of academic misconduct to the Programme Coordinator and/or the school administration

PUBLICATION

This document will be available on the Saskatoon School Division's Portal for Bedford Road

REVIEW

This policy will be subject to regular review by an Academic Integrity Committee. Any changes or amendments must be presented to School Administration and teaching staff for approval.

Updated: December 2021

Students

- Live into the attributes of the IB learner profile
- Properly attribute their work
- Ensure a full understanding of the school's academic integrity policies
- Abstain from providing or receiving undue assistance in the completion of works
- Report any know incidences of academic misconduct to their teacher and/or Programme Coordinator

Parents and legal guardians

- Ensure a full understanding of the school's academic integrity policy
- Support student understanding of academic integrity
- Abstain from aiding in the completion of works
- Supporting the school in its investigations of academic misconduct

PROCEDURES

- Any incidence of academic dishonesty, regardless of severity, will be reported to the Programme Coordinator and the School Administration.
- Any documents or reports related to the incident will be kept in binder located in our permanent records room which is accessible only to teachers and Administration.
- Parents will be notified, and the students will have the right to explain themselves in relation to the situation.
- Decisions regarding incidences with lower severity will be made in consultation with all stakeholders but are ultimately at the discretion of the classroom teacher. Potential sanctions may include, but are not limited to:
 - o Being required to redo the assessment piece
 - o Receiving a grade of zero
- Incidences of greater severity will be dealt with in consultation with the classroom teacher, but the final decision rests with Administration and the Programme Coordinator, including, but not limited to:
 - o Removal from the course and either attempting the course again, or attending a credit recovery option
 - o Removal from the IB Programme
 - o Expulsion from the school

Any incidences related to the IB examination period or internal assessments will also be communicated to the IB and are subject to their Academic Integrity policy (published 2019)

