

Park Vista Community High School's Honor Code

I. Fundamental Objective of Honor Code

The goal of the Honor Code at Park Vista Community High School is to foster within all students a strong sense of ethics academically, socially, and personally in order to ensure all achieve the highest possible quality of their own education. Students will recognize that their own commitment to personal integrity impacts not only themselves, but the welfare of the entire learning community. Through the practice of honesty, responsibility, accountability and respect for self and others, the students will achieve true excellence in their own education. In addition, these values will lead to continued success in each student's life.

II. Explanation of the Honor Code

The scope of the academic realm is focused on both educating and evaluating students; therefore, dishonesty in these areas causes a failure in one or both areas. A breakdown in learning and/or false evaluations result in a poorly educated student.

The Honor Code of Park Vista High School is concerned with cheating, fraud, and plagiarizing. This academic institution expects that students will not take part in these outlined behaviors deemed intolerable violations of the Honor Code. Definitions of violations include but are not limited to:

A. Cheating

As defined by The American Heritage Dictionary, cheating is "dishonest violation of rules or giving or receiving unauthorized information in academic, extracurricular or other school work, so as to give or gain an unfair advantage." Examples of cheating may include but are not limited to:

1. Copying the work, partially or completely, of another student's homework, class work, notebook, essay, test, project, or lab, or allowing one's own work to be copied by another. Cheating behaviors also include talking, signing, or gesturing during tests and quizzes, or work done in advance when the assignment was intended to be done during the class period.
2. Exceeding time limits on timed quizzes, tests, or assignments.
3. In addition, the intentional destruction of another's work is also classified as cheating.
4. Using any unauthorized study aids, "cheat sheets", class notes, books, formulas, or information in electronic devices, including watches, calculators, cell phones, iPods, etc. on assignments
5. Unauthorized foreknowledge of the quiz, test, or exam through oral or written means. This includes communicating to other students in other classes the information that appears on the quizzes, tests, or exams the student took prior to another student.

Special Note on Collaboration:

It is understood that teachers may sometimes encourage students to collaborate, work together, study, or write papers together. However, if the spirit of collaboration and group teaching devolves into mere copying of another student's work, papers, essays, quizzes, tests, projects, etc., this is considered cheating and is a violation of Park Vista High School's Honor Code. Additionally, unless an assignment expressly grants permission to engage in collaborative work, the student should assume it is not allowed.

B. Fraud

Defined by The American Heritage Dictionary, fraud is defined as “a deception deliberately practiced in order to secure unfair or unlawful gain.”

Examples of fraud may include but are not limited to:

1. Presenting another person’s work, all or only in part, as one’s own, including assignments (essay, projects, research findings), images, technology, etc.
2. Falsifying scientific data or other research turned in for credit
3. Forging signatures of anyone
4. Doctoring or tampering with official documents, either through technological means or on hard copies

C. Plagiarism

Defined by The American Heritage Dictionary, to plagiarize is “to steal and pass off (the ideas or works of another) as one’s own: use (another’s production) without crediting the source.”

Examples of plagiarism include but are not limited to:

1. Copying the language, research, and/or ideas of another person without appropriate documentation and acknowledgement of the source (i.e. without parenthetical documentation or footnotes); this includes cutting and pasting text from another person’s writing or multiple websites, partially or completely, into one’s work without paraphrasing, using appropriate documentation, or placing quotation marks around material
2. Allowing any person to do one’s own work, such as writing an essay or doing a project, then submitting as one’s own. (i.e. a parent or a friend)
3. Turning in as one’s own work a previously submitted assignments/work
4. Failing to properly cite or quote sources for specified assignment. Without appropriate attribution to authors, the paper becomes plagiarized, as the student is presenting the work as his/her own when it is not.

Special Note About Paraphrasing:

The University of Wisconsin defines paraphrasing as putting a passage from an author into “your own words.” This requires modifying language and structure with the addition of new material to fit the new context and purpose. Think of what “your own words” would be if you were telling someone who’s unfamiliar with your subject.

D. Accountability

The learning process and academic rigor of Park Vista High School flourishes when all students are committed to the ideals of honesty and integrity. Our state's flagship university (University of Florida) recognizes a fundamental principle that the whole process of learning and pursuit of knowledge are diminished by cheating, plagiarism, and other acts of academic dishonesty. In addition, every dishonest act in the academic environment affects other students adversely, from the skewing of the grading curve to giving unfair advantage for honors rankings or for inclusion into Honor Societies, Advanced Placement Classes or college admission. Therefore, Park Vista will take severe action against dishonest students.

1. Student Responsibilities:

- a) Complete each assignment, essay, activity, quiz, test, project, lab, etc. in an honorable manner, devoid of any cheating, fraud, or plagiarism as outlined previously
- b) Understand the nature of the Honor Code, its particular policies, and the individual teacher guidelines
- c) Seek clarification with the teacher if any questions or confusion should arise regarding assignments
- d) Guard one's own work against others' seeking to use it for purposes contrary to the Honor Code
- e) Discourage others from violating the Honor Code; support ethical practices among the student community

2. Teacher Responsibilities

- a) Foster adherence to academic honor code
- b) Clearly outline and present the Honor Code to students
- c) Make clear which study aids and collaboration techniques are acceptable to the teacher's class
- d) Supervise the integrity of formal evaluations (i.e. testing)
- e) Report any violation of the Honor Code to the Honor Code committee, and if required to parent/guardian, counselor, administrator and all others applicable
- f) Guard against plagiarism by using an array of techniques, including (but not limited to) Turnitin.com
- g) Assign a zero or F on assignments, quizzes, tests, projects, papers, lab reports, etc. that violate the Honor Code

3. Administrator Responsibilities

- a) Foster adherence to academic honor code
- b) Clearly outline and present the Honor Code to students
- c) Provide easy access to the school's Honor Code for students, teachers, and parents
- d) Utilize fair discipline for Honor Code violations

4. Parent/Guardian Responsibilities

- a) Foster adherence to academic honor code by communicating with the student that he/she will comply with the outlined Honor Code
- b) Be aware of Honor Code policies and consequences, especially individual teacher policies as outlined in class syllabus
- c) Support discipline measures taken if the Honor Code should be violated

III. Honor Code Violation Penalties

Penalties for violation of the Park Vista Honor Code can include:

- A. Receiving a failing grade for the assignment
- B. Administrative referral and discipline
- C. Loss of leadership position (or ability to run for a leadership position) in any honor society, club or sport
- D. Loss of membership in all honor societies
- E. Loss of participation in clubs/sports/school sponsored activities

IV. Pledge

The students are encouraged to follow the Honor Code and commit to the honorable goals detailed above by pledging their honor to all academic work done here at Park Vista High School.

"I pledge on my honor, that I have neither given nor received unauthorized assistance on this work."

Students may be asked to write this statement on assignments, quizzes, tests, papers, projects, etc. Any student who does not write the pledge and sign it may be asked to defend the integrity of his/her work to the teacher.

**Park Vista Community High School
Honor Code Receipt Acknowledgement**

I have read the 2010-2011 Honor code; I understand and agree with the policies outlined. I promise to avoid dishonest scholastic practices, as it will be detrimental to my learning and to the academic environment of Park Vista Community High School. Should I break my promise, I acknowledge that I am aware of the consequences.

Student Signature _____ Date _____

Student Print Name _____ Grade Level: _____ Student Number _____

Parent Signature _____ Date _____

This form should be signed and returned to your 5th hour teacher as soon as possible.