

Hawthorn Academy
Policy: Academic Honesty Policy
Adopted: November 9, 2011



Policy

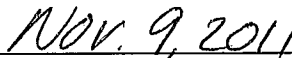
Hawthorn Academy expects honesty in all academic endeavors. The honest academic work of a student reflects his/her unique, independent thoughts while also crediting other people who helped shape the development and expression of his/her ideas.

Academic dishonesty includes both cheating and plagiarism. Cheating includes copying other's work on tests or homework. Plagiarism is a form of cheating that includes taking another person's work or ideas and using them as one's own.

The Principal will develop administrative procedures for the enforcement of this policy.

Signature:


Greta Betts, Board President


Date

Administrative Procedures Academic Honesty Policy

These Administrative Procedures are established pursuant to the Academic Honesty Policy adopted by the School's Board of Directors.

Students must fully understand the concepts of cheating and plagiarism. When in doubt, students should ask teachers for clarification of rules and expectations. Some examples of plagiarism include:

- Paraphrasing text from a book or web site without citing
- Cutting and pasting or copying text without quoting
- Copying and using an image without saying what it is and where it was found
- Using an online translator instead of completing your own required translation
- Submitting a paper written by a parent or tutor without acknowledgement

Middle and Elementary School is a time for students to learn proper procedures for academic behavior, writing, and research. Hawthorn Academy teachers are expected to help students learn and apply the rules. The teacher's goal is to teach students the basic standards now, so that they can apply what they know with greater skill.

Students involved in cheating, as determined by their classroom teacher, will automatically receive a "0" grade for the assignment. The Administration will be notified with a referral from the teacher.

Additional disciplinary action may occur at the discretion of the classroom teacher or administration. Such consequences may include but are not limited to: missing class parties, field trips, or extra-curricular activities. Repeated offenses may result in suspension. The Administration may create additional procedures for discipline involving academic dishonesty.

Signature:

Dr. Deborah L. Swensen, Principal

Date