

**Santa Cruz High School**  
**Philosophy re:**  
**Academic Honesty**

As the faculty of Santa Cruz High School, we expect students to strive for academic excellence in an honest manner. We value academic integrity and ethical behavior, and Santa Cruz High School will not tolerate academic misconduct of any kind including:

**Plagiarizing:**

- Copying work or homework, or lending any of your work to another student to be copied.
- Representing any part of your work as your own that is not (this includes information from Internet sites).

**Cheating:**

- Talking/communicating in any way with other students during a test
- Having any unauthorized test related material on or near the student's desk during a test
- Failing to adhere to verbal or written testing guidelines

**Collusion:**

- Knowingly or intentionally helping another student to perform any act of cheating or plagiarism

In simple language what this means for students of Santa Cruz High School is that there are not many good reasons to ever trade papers with another student. Some science classes with a lab component may include assigning a lab-data recorder who records data for the whole group. Some classes may require that students peer review each others' written work. However, unless instructed by the instructor, there is never any reason for one student to be holding a classmate's paper.

Furthermore, during tests students are expected to work alone. They should not look at their neighbor's paper. They should not have unauthorized "cheat sheets", and students should take the responsibility to cover up their answers so their classmates can't see their work.

Additionally, students are expected to put their answers in their own words. Collaborating is not the same thing as copying. Students should demonstrate that they understand the material by explaining it in language that is unique to them. While it may, at times, be appropriate to research academic topics in reference books or on-line, students should summarize their findings in their own language, and cite the sources correctly. Citations should be used whenever a student summarizes, paraphrases, or quotes directly from another source. It is a violation of the academic honesty policy to copy from any website or reference book, passing that language off as one's own.

Obviously, thievery of teaching materials and grading keys is prohibited. Students are not allowed to photograph or, in any way, copy test materials or other assessments to share with peers.

## Potential Consequences of Academic Dishonesty

All academic honesty infractions will be recorded in the Behavior Referral tab in Illuminate. One small “slip” in academic honesty will not necessarily devastate a student’s academic record; however, the record in Illuminate can be used to demonstrate overall patterns. Students should avoid having “a demonstrable track record” of dishonesty that could impact their college prospects.

The following are examples of possible consequences that could apply to academic dishonesty **in any class. They are determined and applied at the discretion of the teacher, and are cumulative from class to class.** Thus, students do not start with a clean slate with each class, but, please note, that the academic dishonest will be duly noted in Infinite Campus and will remain as part of their Infinite Campus record throughout their time at Santa Cruz High.

### Level One Offense

OFFENSES: Cheating or plagiarizing involving regular class work, homework or quizzes.

CONSEQUENCES MAY INCLUDE:

Student receives no credit on the assignment and will not receive an opportunity to make up the work for a grade; parents are contacted.

### Level Two Offenses

OFFENSES: A. cheating or plagiarizing involving unit tests or large projects that significantly impact the quarter grade  
B. a repeat of a level one offense

CONSEQUENCES MAY INCLUDE

Student receives no credit on the assignment and will not receive an opportunity to make up the work for a grade; student meets with teacher, parent and assistant principal; Saturday school/suspension.

### Level Three Offenses

OFFENSES: A. cheating or plagiarizing involving final exams  
B. theft or aiding in the theft of a test or other teaching materials  
C. tampering with grade books or teacher keys in any way  
D. the third time a student is caught engaging in any academic dishonesty

CONSEQUENCES MAY INCLUDE

Student receives an “F” for the term in the class in which the offense is committed; student meets with the teacher, parent and assistant principal; student may not participate in school activities.



I have read, understand and agree to follow the Contract for Academic Honesty and Consequences for Infractions.

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Printed name of student

Printed name of parent

Printed name of administrator

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Signature of student (date)

Signature of parent (date)

Signature of administrator (date)