



Aunty Agnes Shea

HIGH SCHOOL

WALKING TOGETHER, SHAPING TOMORROW

Academic Integrity Guideline



Help for non-English speakers.

If you need help to understand the information in this policy, please contact Aunty Agnes Shea High School Front Office 02 61 424250.

Purpose

The purpose of the Academic Integrity Guideline is to promote a culture of honesty, trust, fairness, respect, and responsibility. This policy aims to ensure that all students engage genuinely and ethically in their learning and assessment processes, thereby maintaining the integrity of the educational outcomes.

At [Aunty Agnes Shea High School](#) we support students to complete their classwork and assignments to the best of their ability, doing this with academic integrity.

Student Responsibilities

Students must be prepared to submit work that accurately reflects their abilities in each subject.

If any part of an assessment item is not their own ideas, words, or product, they must indicate the source to show that it is not their own work. Engaging in any form of plagiarism, cheating, or use of AI-generated content without proper acknowledgment is considered academic misconduct.

Teacher Responsibilities

- Ensure that students understand the importance of academic integrity.
- Provide guidance on proper citation practices and the ethical use of sources.
- Assess student work fairly and provide constructive feedback.
- Ensure the safety of all participants, students, and teachers in the learning process.

Plagiarism

Plagiarism is copying, paraphrasing, or summarising work in any form without acknowledging sources and presenting it as one's own work. Examples include:

- Unacknowledged ideas, thoughts, opinions, conclusions.
- Diagrams, cartoons, art, and practical works.
- Photographs, music, graphs, pictures, statistics, tables.
- Computer programs, computer graphics.
- Visual information from the web, advertisements, interview responses.
- Any other material that can be copied, changing a few words or images does not negate the need to acknowledge the source.

Cheating

Cheating involves dishonest behaviour during assessments. Examples include:

- Copying from another student.
- Using notes or technology during a test without permission.
- Submitting work that is not your own.

Using AI for Assessment Tasks

Presenting AI-generated ideas, text, images, or any other material as one's own is considered academic misconduct.

Academic Misconduct

Academic misconduct encompasses all forms of dishonest behaviour in learning and assessment processes. This includes plagiarism, cheating, and unethical research practices.

Misconduct Procedure

Meeting with Student: The student will meet with the teacher to discuss. The student will be given an opportunity to explain and provide evidence of their work. They may be required to resubmit or complete an alternate assessment. Parents and carers will be contacted.

Support: Students will receive support to help them understand their mistake and avoid future incidents.

Preventative Measures: Students will receive guidance on proper citation practices and the ethical use of sources. Teachers will provide clear instructions and support to help students avoid academic misconduct.

Name	Academic Integrity Guideline
Current Version	August 2024
Date for review	August 2025
Sub-Program/Area	Curriculum, Assessment and Reporting

