



HERRICKS HIGH SCHOOL HONOR CODE

Every member of the Herricks High School community is expected to maintain the highest standards of academic integrity.

Learning how to do something correctly is essential when acquiring skills and knowledge. Honesty is as important a part of this learning as is achieving good grades. Someone who is dishonest has not acquired the skills and knowledge that are valued and expected at Herricks High School, nor will it be of assistance in achieving success beyond high school.

Academic dishonesty, of any kind, is unacceptable. Academic dishonesty includes but is not limited to cheating, plagiarism or collusion. Collusion is assisting or attempting to assist another student in an act of academic dishonesty. A student who shares his/her work with someone who then plagiarizes a paper will receive the same consequence as the person who is plagiarizing.

A student will not receive credit for work that is not the result of the student's own effort or for work that is falsified.

Maintaining academic integrity is critical to the success of our community.

CONSEQUENCES FOR ACADEMIC DISHONESTY

An offense is considered to be any incidence of academic dishonesty during the student's tenure at this school.

- First Offense:
 - After a discussion with the student, the teacher will meet with the department chairperson and assistant principal to review the situation.
 - If the situation merits, a disciplinary referral will be made, parents contacted and a conference scheduled. The conference should include the student, parent, teacher, guidance counselor, department chairperson, and assistant principal.
 - An intervention will be determined and methods for maintaining academic integrity discussed.
 - The student will receive a zero on the assignment. A zero given for academic dishonesty cannot be made up.
 - The student will receive three hours of detention.

- Second Offense:
 - Same as first plus ...
 - Referral to the school social worker or school psychologist.
 - Further academic sanctions will be imposed. These may include failure for the quarter, dismissal from or probationary status in honor societies and co-curricular activities, or removal from the class.
 - Student and/or parent may request an appeal.
(See appeal process.)

- Third Offense:
 - Same as second plus ...
 - Failure for the course.
 - Student and/or parent may request an appeal.
(See appeal process.)

APPEAL PROCESS

There may be instances when a student and/or parent wishes to appeal the consequence for an act of academic dishonesty.

- The appeal must be initiated by the parent and student and submitted in writing to the Principal no later than 10 school days after having been notified of the consequence.
- A committee will be selected and convened within five days of receipt of the written appeal.
- The committee will be comprised of an assistant principal, a guidance counselor and a classroom teacher. None of the members of the appeals committee will have previously been directly involved in the specific case that is being appealed.
- The committee will render a decision within 72 hours and notify the parent/guardian with this information.

Students will be given ample opportunity to understand what is meant by academic dishonesty. A student's lack of understanding, therefore, is not a valid defense in the case of academic dishonesty.

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