Academic Integrity Policy

Definition:
- **Academic integrity** is a set of intellectual and moral values that involves a measure of honesty and trust between students, as well as between students and teachers. Academic integrity is compromised and trust is breached when submitted assessment work has been completed through plagiarism, collusion, cheating or when deadlines have not been met.

Rationale:
- O’Loughlin Catholic College is committed to providing quality education, in keeping with its Catholic values and traditions. Our College upholds the principles of academic integrity through the pursuit of learning and scholarship by way of truth, honesty and fairness.

Aims:
- To promote a view of knowledge that has its origin and intent centred on a search for faith and teachings of the Gospel.
- To promote a climate of learning that reflects the values and ethics of the school such as honesty, cooperation, mutual trust and respect for self and others.

Implementation:
- In its application this policy will promote self-learning and submission of work that consists of original effort and independent work. It is not appropriate to copy work from other sources and submit it as one’s own.
- Students will be taught correct protocol, including referencing and for acknowledging work to be attributed to others in their own submission of work.
- Plagiarism - the presentation of work that has been copied in whole or in part from another person’s work or other sources such as the Internet, books or periodicals without correct acknowledgement of the source - is against this policy and shall be penalised.
- Other practices such as collusion or cheating will be regarded as serious matters and shall also be penalised. Collusion, which is the result of unauthorised collaboration with another student handing in the same work, shall be penalised. In so doing, students will:
  - Not produce and submit an assignment in conjunction with other people (eg. a friend, a tutor);
  - Not copy another student’s current assignment or work from previous semesters and submit it as their own;
  - Not allow other students to have access to work or lend assignments to friends, even if other students may be having difficulties in completing the assignment or promise to use it only as a reference;
  - Ensure they protect their work on school computers by using password protection, and by removing any unnecessary files from school computers when their assessment task is completed.
- Penalties for a breach of academic integrity through plagiarism, collusion or cheating may be that the student is required to re-submit the assessment with a penalty mark attached or shall have the marks allocated to the assessment task forfeited, resulting in a “non-submit” record for the task, at the discretion of the Head of Faculty. Additional disciplinary action may also be taken. Marks will be allocated for any parts submitted that can be proven to be original.
- Students who lie about the need for an extension of an assessment deadline shall be deemed to be cheating and shall be penalised by having the assessment task forfeited, resulting in a “non-submit” record for the task.

Evaluation:
This policy was ratified by the College Executive in... November 2016
This policy is due for review in... November 2017