

HONOR CODE

PHILOSOPHY:

In order for the students of BHS to be successful, it requires an academic environment that rejects cheating or any other form of dishonesty. An essential part of education is developing a sense of honor, responsibility, and ethical principles that extend to all facets of life. Self-esteem and self-respect grow from meeting challenges with honesty and individual effort. Our students can earn respect for themselves and their academic work through academic integrity and ethical conduct.

- BHS aligns academic honesty policies with similar policies found at colleges and universities. Recognition, understanding, and using academic integrity policies prepare students for college and life. It is an essential part of education and citizenship.

DEFINITION OF CHEATING:

Cheating includes any attempt to defraud, deceive, or mislead a teacher in arriving at an accurate assessment of student achievement. Cheating includes, but is not limited to, the following:

1. Looking at a test, quiz, or exam of another student while taking an assessment
2. Attempting to communicate information in any way during an in-class assessment
3. Having cheat sheets, or information written on the body or other personal objects
4. Using programmed calculators or other electronic devices unless expressly permitted by the teacher
5. Looking at quiz, test, or exam materials prior to their administration
6. Failing to give credit for the ideas, words, or works of others
7. Giving information regarding an assessment to another student who is scheduled to take the same evaluation
8. Submitting work through the use of technology that is not created by the student, including but not limited to file sharing (submitting the same work with different header), copying files to and from disks and websites, or purchasing solutions or works from others

CATEGORY VIOLATIONS

A. Homework

Homework is assigned as a means of reinforcing classroom instruction and is often used as an indicator of student comprehension or progress.

Honor Code violations of Homework:

1. Copying or paraphrasing all or part of another's homework
2. Allowing another to copy or paraphrase your work
3. Receiving help on assignments that have been identified by the teacher as work to be done solely by you, including reading

4. Using Internet or purchased summaries of reading assignments instead of reading the assigned homework (Reading does not improve without reading.)

B. Tests

Obtaining help or giving help prior to or during a test or quiz is considered cheating.

Honor Code Violations of Tests:

1. Passing test questions or answers to students in your class or in another class
2. Receiving test questions or answers from students in your class or in another class
3. Copying someone else's answers
4. Possessing or using "crib" or cheat sheets on the body or on personal objects
5. Obtaining a copy of the test or quiz before it is administered
6. Attempting to gain an unfair advantage before or during a test, such as looking at another student's work, turning around, using the internet as a resource for identical tests, leaving books or notes open; signaling; deliberately and repeatedly choosing to miss classes through unexcused absences, lateness to school, or early dismissal to avoid taking a test or handing in an assignment. There must be direct communication between the teacher and the parent before a student can reschedule a test that was missed.
7. Modifying electronic test materials so they will not score properly.

C. Research Papers and Essays

Plagiarism is the act of stealing, using, and passing off another person's ideas or words as your own writing or ideas. Properly document the sources of information used for your research paper and essays so that you will not be guilty of plagiarism.

Honor Code violations of Research Papers and Essays:

1. Copying phrases, sentences, or paragraphs without using quotation marks and without giving proper documentation of the source
2. Paraphrasing or summarizing ideas without giving proper documentation of the source
3. Asking someone or paying someone to write a research paper for you
4. Selling or giving an assignment to students who submit it as their own.
5. Downloading from the Internet a research paper or article in its entirety or in part to submit as your own
6. Submitting another student's research paper as your own work

D. Lab Reports

While you may work in the lab with a partner and each of you will have the same data, the remaining sections of the lab report should be your own work. This includes any computations, graphs, diagrams, and conclusion questions.

Honor Code violations of Lab Reports:

1. Attempting to corrupt another student's data
2. Presenting another student's work (computations, graphs, diagrams, answers to conclusion questions) as your own
3. Misrepresenting laboratory data

E. Use of Calculators

Calculators may be used in class only with the permission of the instructor.

Honor Code violations of Calculator Use:

1. Sharing a calculator during a test or quiz
2. Using any calculator in class not approved by the teacher
3. Storing test information in calculators
4. Using test information that has been stored in a calculator

Student Responsibilities to Avoid Cheating:

- A. Ask permission to use a cover sheet during quizzes and tests.
- B. Ask teachers to specify if student work is to be done cooperatively or individually if there is any doubt.
- C. Remove all materials from desk top except for test materials.
- D. Zip book bags closed. Make sure all books are closed. Put away any loose papers.
- E. Take careful notes when doing research in order to avoid plagiarism. Don't forget that any idea not your own must be properly documented, even if you are using paraphrased sentences rather than direct quotations.
- F. Respect yourself. Take pride in your work and your work ethic.

ADMINISTRATIVE CONSEQUENCES FOR HONOR CODE VIOLATIONS

If a student violates the Honor Code, the teacher will give a zero for the assignment, contact the parents, and make an administrative referral. The disciplinary action will begin on Step 3 of the Disciplinary Scale.

The consequences will advance one step on the Disciplinary Scale for each repeated offense.

Additional penalties may include but are not limited to the following:

- Loss of National Honor Society membership
- Loss of eligibility for admission into National Honor Society
- Loss of Beta Club membership
- Loss of eligibility for admission into National Honor Society
- Loss of Student Council officer position and/or membership

- Loss of Honor Graduate status
- Loss of Honor Graduate stole
- Loss of Valedictorian status and medal
- Loss of Salutatorian status and medal
- Loss of other privileges, positions, or opportunities requiring trustworthiness and responsibility