

Dear Students, Parents and Guardians,

At Riverbend High School we believe that honesty and integrity are cornerstones of any excellent educational institution. Perhaps more important than any content or skill we could teach, these values will shape and guide our students through the many challenges and choices they will face throughout their lives. It is essential that we strive to develop these traits in our students now in order to prepare them for their futures as responsible, productive citizens.

Beginning with the 2011-12 school year, RHS implemented an Honor Code and Pledge to help promote academic integrity and responsibility. The **RHS Honor Code pledge** is: *I pledge that I have neither given nor received unauthorized assistance on this assignment.* Students will be required to write and sign the pledge on all assignments and assessments that they hand in. A student who has doubts about whether or how the Honor Pledge applies to a particular assignment or assessment is responsible for obtaining specific guidelines from the teacher before turning in the work.

In addition to pledging their work, students should exhibit academic honesty at all times, and are encouraged to report any incidents of academic dishonesty. It is essential that students understand what offenses constitute academic dishonesty in order to avoid violations of the honor code. Academic dishonesty occurs when a student makes any attempt to commit the following offenses:

- **Cheating:** Using unauthorized material to complete a test, quiz, examination, assessment or assignment. Cheating includes, but is not limited to, copying from other students, relying upon aids or notes during a test, or consulting outside sources without the instructor's permission. Giving unauthorized assistance to other students also constitutes cheating.
- **Electronic Devices:** Using or having an unauthorized electronic device during a test, quiz, examination, assessments, and assignments.
- **Plagiarism:** Representing the words, ideas, research, or works of another as one's own. Plagiarism can involve submitting work prepared entirely or in part by another person or commercial service or borrowing material as direct quotation, partial quotation, or paraphrase from published or unpublished sources without proper acknowledgement. Students must document all print, online, and oral sources they use to complete assignments.
- **Unauthorized Assistance:** Preparing an assignment with the help of another student or allowing another person, such as a tutor, to alter or revise an assignment beyond the scope of collaboration the instructor has defined.
- **Fabrication:** Presenting false data, sources, or research results for academic credit.
- **Multiple Submission:** Presenting the same work, in whole or in part, for credit in more than one course without the explicit permission of all interested instructors.

Violations of the honor code have significant consequences that will affect the student's grade and will result in disciplinary action. The consequences of academic dishonesty are:

1st offense-- 1 day ISS; grade TBD by teacher (recommendation is a zero on the assignment)

2nd offense-- 2 days ISS; grade TBD by teacher (recommendation is a zero on the assignment)

3rd offense -- 3 days ISS; grade TBD by teacher (recommendation is a zero on the assignment)

While the primary responsibility for decision-making lies with the students, parents and guardians can have a profound influence on these choices by emphasizing the value of honesty and integrity. As such, we ask that all parents and guardians please review the above Honor Code with their students and sign and return the slip below.