Mountain Brook High School Honor Code

Because I am a Mountain Brook Spartan, I will not lie, I will not cheat, and I will not steal.

Honor Statement

On my honor, I have neither given nor received unauthorized assistance on this academic work, [then to be signed by the student agreeing to the statement].

Mountain Brook High School Policy on Academic Honesty

The purpose of this policy is to establish a consistent understanding among students, parents, and faculty of situations that violate the Honor Code and to clarify the procedures to be followed when violations occur.

Philosophy

Mountain Brook High School students are expected to do their own work at all times. Collaboration, working together, and/ or sharing information is appropriate only when directed by the teacher. This includes homework, class work, projects, quizzes and tests. All students will be held to this standard.

Personal and academic integrity are core beliefs of MBHS. To that end, the consequences for any violation of the Honor Code will be determined with the following objectives in mind:

- Developing positive character traits which lead to integrity
- Motivating students to follow the Honor Code
- Discouraging repeat violations
- Ensuring consistent application of the Honor Code

Areas of Academic Concern

Mountain Brook High School will enforce the above policy according to the following definitions. All students and faculty should understand their responsibilities in the context of these definitions.

Cheating is defined as the following:

- Giving or receiving aid or information before, during, or after any test, quiz, or non-collaborative assignment,
- Misrepresenting someone else's work as your own,
- Taking credit for work not done on an assignment,
- Allowing another student to copy or take credit for work you have done.

Possession of unauthorized information that is in any way related to the material being tested without prior approval from the teacher/instructor is considered cheating. This includes ANY electronic device that contains the material.

Plagiarism is defined as the following:

- Using someone else's words, ideas, or thoughts without giving credit to the source is cheating. Teachers continually educate students on proper citation of sources, and students are responsible for following the guidelines outlined by the teacher in regards to plagiarism. When in doubt, the student must consult the teacher for guidance.

CLARIFICATION: Assignments that the teacher deems and communicates as Collaborative are excluded as these assignments are designed to be collaborative in nature. The teacher must outline and explain these assignments at the outset of the assignment.

Responsibilities

Teachers have the obligation
- to know and understand the Mountain Brook High School Honor Code,
- to make clear to students that cheating is not tolerated,
- to proctor in-class evaluations,
- to monitor assignments, and
- to behave with integrity and honor by complying with and enforcing the Mountain Brook High School Honor Code

Students have the obligation
- to know and understand the Mountain Brook High School Honor Code,
- to ask questions of the teacher in case of confusion, and
- to behave with integrity and honor by complying with the Mountain Brook High School Honor Code.

However, the responsibility for honorable behavior resides with the student.

Procedures

Upon discovery, teachers are to report violations of this policy to the student, parents, department chair, and administration. Teachers are also to file a "Report of Academic Dishonesty" in the school office. The consequences are as follows:

Class I Violation – (First Offense)
- Notification of parents, department chair, and administration
- A zero on the assignment
- Other disciplinary actions as outlined in the Code of Conduct Class I Sanctions

Class II Violation – (Second Offense)
- Notification of parents, department chair, and administration
- A zero on the assignment
- Other disciplinary actions as outlined in Code of Conduct Class II Sanctions

Class III – (Third or Subsequent Offense)
- Notification of parents, department chair, and administration
- A zero on the assignment,
- Other disciplinary actions as outlined in Code of Conduct Class II or III Sanctions

Note: Honor Societies have separate and independent rules that govern student eligibility. Violation of the Honor Code at any level could result in sanctions from each Honor Society. Violations prior to acceptance or admission to an Honor Society could result in the student being ineligible for any or all Honor Societies. Violations after acceptance or admission could result in removal from an Honor Society.

I hereby acknowledge by my signature that I have received and read the Mountain Brook High School Honor Code.

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Student Signature **Date**