Oakton High School Honor Code

Mission Statement

Oakton High School strives to be recognized as a school of honor. Students, teachers, staff and parents uphold high moral values focused upon fostering a love of learning and pride in individual accomplishment. Oakton students will gain an understanding that giving their word has real meaning. To avoid compromising their values of integrity and honesty, students recognize the importance of communication with their teachers.

Oakton students know not to:

- Use unauthorized study aids during a test.
- Use unauthorized digital/electrical devices (i.e. cell phone, cameras, etc) during assessment activity.
- Copy another student’s work (i.e. test, quiz, homework, paper) without authorization.
- Deliberately allow another student to copy their work.
- Give or receive signals during a test.
- Coerce another student to provide unauthorized help.
- Take or copy the test key and use the key.
- Steal intellectual property.

Stakeholder’s Responsibilities

Students will:

- Support one another in the learning process, but not during individual assessments or on individually graded assignments.
- Utilize a range of sources to broaden their knowledge and properly credit sources used.
- Communicate honestly with faculty and staff.
- Respect the intellectual property of others.
- Understand and follow the Honor Code as well as individual teacher guidelines.
- Be familiar with the consequences resulting from Honor Code infractions.

Parents will:

- Support their child’s efforts to be an honest part of the OHS community.
- Have knowledge of the Honor Code.
- Have knowledge of consequences due to Honor Code infractions.
- Provide a positive role model.
- Support faculty and administration in enforcing the Honor Code.

Teachers will:

- Foster a positive learning environment in which the contributions of each individual are respected.
• Review and explain the Honor Code and Honor Code Guidelines at the beginning of each semester.
• Teach or review the correct use of documentation when assigning work.
• Specify types of collaboration/study aids that are encouraged as well as those that are forbidden.
• Structure test conditions to support the goal of creating an environment that inspires honest behavior.
• Model high standards for their students.

Counselors will:
• Review and explain Honor Code and Honor Code Guidelines when appropriate.
• Work together with students, teachers, administrators, and parents in supporting the Honor Code.
• Encourage course selection that will allow the student to work independently to their capability.

Administrators will:
• Create an environment that nurtures honesty and honest work.
• Make sure that all faculty, students, and parents have knowledge of the Oakton Honor Code.
• Provided Honor Code notices for every classroom.
• Create a school-wide environment which encourages adherence to the Honor Code.
• Maintain records of violations.

Consequences

First Offense

a. Teacher informs parents and or legal guardian, Honor Council chairpersons, and appropriate administrator using the referral process.
b. The Honor Council sends a letter and an email to parents and or legal guardian regarding the decision regarding the outcome of the alleged violation.
c. The student receives a zero on the graded assignment that gave rise to the Honor Code violation.
d. The student, student’s parents/guardians, teacher(s), counselor and administrator may meet at their discretion to discuss the situation, if deemed necessary.
e. If the student is in an honor society, he or she is put on probation for a period of time depending on the honor society’s membership rules.

Second Offense
Consequences from First Offense above, (a-d), will be carried out in addition to:

a. Coaches and sponsors of any extracurricular activity that the student is involved in are notified.
b. The student is recommended for dismissal from membership of honor societies based on the due-process procedure of that honor society.
c. The student will not be invited to become a member of an honor society for one calendar year.
d. The student may not run for Student Advisory Council, Student Government Association or class office or apply for the Leadership class for one calendar year.
e. The student will be issued one day of Saturday School.

Third and All subsequent Offenses
Consequences from Second Offense above, (a-d), will be carried out in addition to
• The student, student’s parents/guardians, teacher(s), counselor and administrator will meet to discuss further steps and disciplinary action.
• The student can receive up to five days of out-of-school suspension and/or suspension from all extra-curricular and co-curricular activities.

All violations are recorded in the student’s SASI file. Offenses are all per one school year. Offenses will be reset at the beginning of the next school year.

Academic Honor Code Signature Page

Honor Code Pledge

“Integrity far outweighs any grade I could receive because it is a true representation of my character. In order to respect myself, I pledge to only put forth work that is my own and will encourage my peers to do the same.”

My signature acknowledges that I have read the Academic Honor Code and am aware of the consequences should I violate the expectation of this policy.

_______________________________     ________          _____________________
                                 _______      ___________
Student Signature                    Date                        Parent Signature            Date