



Academic Integrity Policy

SBG Academy · IB Diploma Programme (candidacy)

Status: Under review

Reviewed: Every 2 years

Author: Administration team and DP subject teachers

1. Philosophy

1.1 SBG Academy promotes academic honesty as a fundamental principle of ethical education and a core value of the IB Diploma Programme.

1.2 Academic honesty supports the development of principled learners who demonstrate integrity, fairness, and respect for the ideas of others.

1.3 This policy is developed in alignment with the IB Programme Standards and Practices (2014), which require schools to implement an academic honesty policy consistent with IB expectations.

1.4 Academic honesty is embedded in teaching, learning, and assessment practices across the school.

2. Definition of Academic Integrity

2.1 Academic honesty refers to a set of values and skills that promote personal integrity and good practice in teaching, learning, and assessment.

2.2 Students are expected to produce authentic work that reflects their own understanding while acknowledging the work and ideas of others.

2.3 Academic honesty requires transparency in the use of sources, including correct citation, referencing, and bibliography construction.

3. Academic Misconduct

3.1 Academic misconduct is defined as behavior that results in, or may result in, an unfair academic advantage.

3.2 Types of academic misconduct are outlined below:

Type of Misconduct	Description
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Plagiarism	Presenting another person's ideas or work as one's own
Collusion	Supporting or allowing another student to copy work
Duplication of Work	Submitting the same work for different assessments
Examination Misconduct	Using unauthorized materials or communicating during examinations

3.3 Students must understand that all forms of misconduct contradict IB principles and school expectations.

4. Roles and Responsibilities

4.1 Students

Students are responsible for ensuring that all submitted work is authentic, properly referenced, and completed according to IB requirements.

4.2 Teachers

Teachers are responsible for explicitly teaching academic honesty, including research skills, citation practices, and subject-specific conventions.

4.3 DP Coordinator

The DP Coordinator ensures that the policy is implemented, communicated, and aligned with IB expectations.

4.4 School Leadership

The school ensures that academic honesty is embedded in school culture and that all stakeholders understand their responsibilities.

4.5 Parents

Parents support academic honesty by encouraging ethical behavior and understanding IB expectations.

5. Teaching and Learning Practices

5.1 Academic honesty is explicitly taught through research skills, note-taking, referencing, and academic writing.

5.2 Students are trained in recognizing and avoiding plagiarism through correct citation methods.

5.3 Teachers design assessments that promote authentic work and reduce opportunities for misconduct.

5.4 Academic honesty is reinforced through continuous feedback and reflection.

5.5 The development of research skills is essential in the DP, where students engage with a wide range of sources and must reference them appropriately.

6. Procedures for Investigating Misconduct

6.1 All suspected cases of academic misconduct are reported to the DP Coordinator.

6.2 An investigation is conducted, including a review of evidence and a discussion with the student.

6.3 The process ensures fairness, transparency, and proper documentation.

6.4 Parents are informed when necessary.

6.5 In cases related to IB assessment, the school follows IB regulations and may report the case to the IB.

7. Consequences of Misconduct

7.1 Consequences are determined based on the severity and frequency of the misconduct.

7.2 Possible outcomes are outlined below:

Level	Consequence
Minor infringement	Warning and resubmission of work
Moderate misconduct	Loss of marks or zero for the component
Serious misconduct	Referral to IB and possible impact on subject results

7.3 Consequences aim to educate students while maintaining fairness and integrity.

8. Academic Honesty in the IB Core

8.1 Extended Essay

Students must demonstrate independent research and proper acknowledgment of all sources.

8.2 Theory of Knowledge

Students must present original arguments and clearly reference all sources used.

8.3 CAS

Students must provide authentic reflections based on their own experiences.

9. Policy Review

9.1 This policy is reviewed every two years or when required by IB updates.

9.2 The review includes the DP Coordinator, teachers, leadership, students, and parents.

9.3 The policy is updated to reflect IB expectations and school practices.

10. References

10.1 International Baccalaureate Organization. Programme Standards and Practices (2014).

10.2 International Baccalaureate Organization. Academic Honesty in the IB Educational Context (2014).

10.3 International Baccalaureate Organization. Effective Citing and Referencing (2014).

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