



KENORA CATHOLIC DISTRICT SCHOOL BOARD

200 Educational Programs & Materials Procedures

AP 213: Cheating and Plagiarism

Every student in all grades will be educated on the criteria for cheating and plagiarism. Plagiarism is defined as: “The use or close imitation of the language and thoughts of another without attribution, in order to represent them as ones’ own work” Glossary of Growing Success, 2010.

The consequences for cheating and plagiarism will be as follows:

	Cheating	Plagiarism
Primary grades (1, 2, 3)	When a child is found to be cheating, it will be considered to be an opportunity to ensure that students learn from their errors. The issue will be dealt with using appropriate classroom level, teacher directed interventions. Any ongoing issues will necessitate the involvement of parents and the principal or vice principal and may have more serious consequences	To ensure that students fully understand the idea of plagiarism and what it involves and to make sure that students’ self concept and love of writing is not adversely affected, teachers will instruct and clarify what is involved in plagiarism if it is detected in a student’s work. The concept of showing from where an idea was generated and attributing that source will be stressed, but consequences will be limited to instruction in the appropriate way to correct the behaviour and to will focus on helping students to fully understand the concept.
Junior grades (4, 5, 6)	The following tiered approach to consequences will be followed when cheating is detected: 1st offence: teacher and student(s) will conference to determine teacher-based	Teachers will continue to instruct and support students so that they will fully understand the full implications of plagiarizing

	<p>solutions to this issue.</p> <p>2nd offence: Parents will be contacted and a conference will be arranged to discuss the issue and teacher-directed consequences will be used.</p> <p>Further offences after the second offence: Principal or Vice Principal will be involved and disciplinary action will occur at this level.</p> <p>Teachers will communicate with the principal or vice principal about all offences.</p>	<p>work and why it is not acceptable. Students found to be plagiarizing will be asked to redo the work with instructional support provided by the teacher.</p>
Intermediate grades (7, 8)	<p>A conference will be held to determine if cheating has occurred. If cheating is confirmed, then there will be a contact made with parents, the principal or vice principal, and a mark of zero will be assessed for this work.</p>	<p>There will be a tiered approach to dealing with plagiarism when it is detected in grade seven and/or eight.</p> <p>1st offence: conference with teacher and teacher-directed consequences</p> <p>2nd offence: Students will be asked to redo the work and will be offered a conference to determine complete understanding of the issue.</p> <p>Further offences after the second offence: If it is deemed that plagiarism has occurred, the student work will be given a mark of 0 for that assignment.</p> <p>Teachers must contact the principal and communicate that there has been an offence starting with the first offence.</p>
Intermediate grades (9, 10)	<p>A conference will be held to determine if cheating has occurred. If cheating is confirmed, then there will be a contact made with parents, the principal or vice principal, and a mark of zero will be</p>	<p>Consultation will occur but if plagiarism is detected, students will receive a 0 with an opportunity to redo the work and to have it a</p>

	assessed for this work.	part of their graded assessments.
Senior grades (11, 12)	A conference will be held to determine if cheating has occurred. If cheating is confirmed, then there will be a contact made with parents, the principal or vice principal, and a mark of zero will be assessed for this work.	Consultation will occur but if plagiarism is detected, students will receive a 0 with NO opportunity to redo the work and to have it a part of their graded assessments

Legal Reference:

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