



**CAMBRIDGE**  
International Examinations

Cambridge International School

# Booker High School

## CAMBRIDGE AICE HONOR CODE

The Cambridge AICE program offers a quality education that not only ensures knowledge, but also cultivates virtues of honesty, integrity, and perseverance. Of these virtues, honor and integrity are essential to the full exercise of academic freedom. At the core of the Cambridge Honor Code is the belief that every student has the right to pursue an education free from the harms caused by any form of intellectual dishonesty within their academic community. The Honor Code exists to uphold and reinforce values central to the mission of the Cambridge AICE program, the BHS tradition of excellence, and to prevent violations of these institutional values.

Ethical conduct is expected of students in AICE classes at all times. Acts of academic dishonesty and inappropriate school behavior are considered serious offenses that compromise the foundation of trust and honesty upon which an academic community rests.

### **Violations of the Honor Code include but are not limited to the following:**

- Receiving or giving unauthorized answers on tests, quizzes, essays, research or projects
- Copying or allowing someone to copy any academic work, including classwork, make-up work, and homework.
- Using any form of “cheat sheet” on tests/quizzes.
- Obtaining or giving copies of test or quiz questions prior to test time.
- Assistance from parents or others that is clearly undue influence, as evidenced by a comparison to the day-to-day achievement of the student.
- Submitting the same academic work in more than one course without prior permission.
- Any representation of another’s work or ideas as one’s own, including intentionally copying words or ideas of authors or sources without giving credit to the specific source.
- Fabricating information, sources or citations.
- Unauthorized use of electronic devices when the use of such devices is prohibited.
- Being aware of acts of academic dishonesty but not taking any actions to stop such violations, such as speaking with the offender and/or informing a teacher or other adult. Failure to act is in itself a violation of the honor code.

*If a student is unsure whether they are allowed to collaborate, consult sources, and/or use materials on an assignment/assessment, they should consult their teacher.*

**The Honor Code is in effect ALL classes – not just AICE classes.**  
Offenses will be cumulative during the time the student attends BHS.

## **INAPPROPRIATE BEHAVIOR**

- Any student who is in serious or habitual violation of the Sarasota County Schools Code of Conduct, including dress code, is acting in an inappropriate manner.
- Cambridge AICE students are expected to conduct themselves in a manner that is positive and serve as a role model for the school, both on school grounds and outside of the school setting.

### **1st Offense\*:**

- Parents will be notified of the incident.
- Incident will be permanently recorded in the student's AICE file.
- Student will attend the Academic Review Committee which will decide on an appropriate consequence, which may include:
  - A zero on the assignment / assessment
  - Re-doing the assignment/assessment for partial or no credit
  - Loss of significant Employability
  - Volunteering for the teacher to make up for the time the teacher spent researching the infraction
  - Discipline referral to administration may occur at the discretion of the teacher and/or Academic Review Committee.
  - Other consequences depending upon the severity of the incident

### **2nd Offense\*:**

All of the above, PLUS:

- Parent conference is required.
- Notification to the sponsor of National Honor Society
- Student must research and write about academic dishonesty for AICE file

### **3rd Offense:**

All of the above, PLUS:

- Referral to administration recommended. Likely outcome: In-school suspension
- The Academic Review Committee may recommend that the student be removed from the AICE diploma track and/or specific AICE courses

**\*The Review Committee could recommend that serious violations skip to a higher offense.**

## **The Academic Review Committee:**

The Academic Review Committee generally includes these individuals or their designee:

- The Cambridge AICE Coordinator
- The Cambridge AICE Administrator
- The Cambridge AICE Counselor
- Cambridge AICE Faculty Representative

**This document is also available on our website at [www.bhsAICE.com](http://www.bhsAICE.com)**

Please direct any questions to Mr. Chris Hutchison, AICE Coordinator