

## Plagiarism

Plagiarism by students or staff would be considered academic dishonesty. When a student undertakes an act of plagiarism, it is judged a very serious offence that can result in consequences.

Plagiarism is a form of dishonesty that occurs when a person passes off someone else's work as his or her own. This can range from failing to cite an author for ideas incorporated into a student's paper to cutting and pasting paragraphs from different websites to handing in a paper downloaded from the internet.

The dictionary definition of plagiarism is to "*copy another person's words or ideas and pretend that they are your own*". This is the practice of claiming or implying original authorship of someone else's written or creative work, without sufficient recognition to the actual writer.

### Plagiarism includes, but is not limited to:

- Using published work without referencing (most common);
- Copying coursework essays from another student or downloading an essay direct from the internet;
- Collaborating when the work is supposed to be individual;
- Taking another student's computer file/program;
- Submitting another person's work as your own;
- Using unacknowledged material published on the web;
- Purchasing model essays/coursework from any source;
- copying words or ideas from someone else without giving credit;
- failing to put a quotation in quotation marks;
- changing words but copying the sentence structure of a source without giving acknowledgement;

## Collusion

Collusion is the deliberate copying of another student's work (with or without the other student's permission) with the intention of submitting it as if it were one's own work. Students are generally expected to work independently and produce work in their own words, even when a class assignment is written on the same topic. However it is recognised that co-operation is sometimes part of group activities resulting in work containing the combined input of several students.

GOS believes that, plagiarism and collusion are acts of fraud. They involve both stealing someone else's work and lying about it afterward. GOS will not tolerate any form of plagiarism or collusion and teachers have the task to educate their classes regarding both. It is a whole school responsibility that begins in junior school.

## Plagiarism Violations

If a teacher has sufficient reason to believe that a student has plagiarized, the appropriate Head of School and teacher involved will determine the appropriate action to be taken in line with the Behaviour Policy.

IGCSE and other external examinations take a serious view on plagiarism. Students found to have plagiarized on external coursework will face stiff consequences from the external examination board and school, which may jeopardize their entry into colleges and universities.