

PLAGIARISM POLICY

DEFINITION

Taking the work of another person and claiming it as one's own is plagiarism. This includes copying or re-writing material from a book, a website or any other source of information, without properly crediting that source. It also includes copying homework assignments from another student.

PLAGIARISM CONSEQUENCES*

All instances of plagiarism will be recorded by the teacher and kept in the HHS Breach of Academic Integrity file. This information will be available to all teachers and administrators in the building and may be used during the selection process for students nominated to the National Honor Society. In addition to the filing of this report, the minimum consequences for plagiarism are as follows:

First offense: After a conference with the teacher to discuss the specifics of the plagiarism charge, the student will receive a zero for the work. OR, if the student is a freshman, the student may redo the work correctly, in a time frame determined by the teacher, for a grade no higher than a 70. The teacher will contact the parent/guardian in both cases.

Second offense: After a conference with the teacher to discuss the specifics of the plagiarism charge, the teacher will contact the parent/guardian and advise that the student will receive a zero for the work with no opportunity to redo the work for a higher grade.

Third offense and subsequent offenses: After a conference with the teacher to discuss the specifics of the plagiarism charge, the teacher will arrange a meeting with the student's guidance counselor and parent/guardian. Additionally, the student will receive a zero for the work with no opportunity to redo the work for a higher grade.

***In all instances a parent/guardian MUST be contacted.**