



SCHOOL

ACADEMIC INTEGRITY POLICY

2025 - 2026



Duroub Academy Academic Integrity Policy

Last Reviewed: November 2025

Our Vision

To cultivate creative, innovative, caring individuals and visionaries who empower and inspire each other, building a purpose-driven community that impacts the world positively and promotes global change.

Our Mission

To provide an outstanding educational experience that nurtures the potential within each individual through a spirit of collaboration and empathy, empowering our students with the necessary skills, knowledge, and values to create positive change in the world.

Academic Integrity Philosophy

Duroub Academy believes that everyone is entitled to the right of ownership of their ideas, words and artistic creations. As a result, academic integrity, based on honesty, trust, fairness, respect and responsibility, is top and foremost one of the school's guiding principles to foster responsible and trustworthy individuals, who are guided by their ethics and values. Students are encouraged to navigate their educational journey by becoming life-long inquiring learners who are able to think critically and creatively, while being able to express their knowledge, ideas, understanding and learning in a transparent and honest manner. This is taught throughout every stage of learning at Duroub Academy by emphasizing academic integrity, such as proper citation and referencing the work of others, not only as an extrinsic technical issue, but as an intrinsic value and moral principle. Academic integrity is embedded in the school culture that involves not only students, but all stakeholders, such as teachers and parents by creating a safe, healthy and positive learning environment that is based on fairness, honesty and transparency rather than punishment.

Academic Integrity Purpose

The purpose of instilling academic integrity into the school culture is to have reliable and fair assessment outcomes for all students without providing some students with an unfair advantage over others. Students need to understand the importance of academic integrity as a foundation for their learning progress and development into respectful and caring world citizens. As a result, academic integrity guarantees to maintain fairness; trust and credibility; and respect for oneself and others.

Academic Integrity and the IB Learner Profile

The attributes of the IB learner profile play a vital role in nurturing an environment and culture that values academic integrity.

Principled: To guarantee fairness and credibility, all Duroub stakeholders are expected to work with the highest standards of integrity, honesty and transparency. In addition to taking responsibility for their actions and facing their consequences.

Caring: Caring and giving respect to oneself and to others by giving credit where credit is due and not trying to gain any unfair advantage over others will create a more caring and positive culture necessary for students to develop in a safe and healthy environment where everyone thrives and succeeds.

Primary School

At the earliest stages, teachers provide examples and opportunities for students to demonstrate their understanding of academic integrity through approaches to learning (ATL), classroom and homework practices, group work, assessments and other activities that are age-appropriate. For example, students are made to be responsible for their own work;

- clear guidelines and instructions are given for individual and group work;
- tasks are age-appropriate with realistic expectations regarding referencing and citing sources, and responsible use of the internet and digital sources is taught.

Fully understanding and ingraining the importance of academic integrity is vital for off shooting academic pressure based on grades. The way this is achieved is through emphasizing personal responsibility and the effective use of ATL skills: self-management, research, social, communication, and thinking.

Teachers are also expected to be engaged in the learning process by providing collaboration opportunities between students to increase social interaction and reinforcing the spirit of healthy collaboration, rather than unhealthy competition. From an early age, students are taught to recognize what constitutes as academic misconduct, such as, plagiarism, copying others' work or unpermitted collaboration. In addition to recognizing and valuing academic integrity.

Role of the Librarian:

- providing resources to students,
- familiarizing students with the research process,
- teaching the fundamentals of academic integrity,
- conducting sessions on citing sources
- and responding to students' questions regarding academic integrity.

Role of the Students:

- Fully understanding the school and IB's rules, regulations and policies: understanding the guidelines outlined by the school and what constitutes academic malpractice, in addition to the consequences that may incur if the policies are not adhered to.
- Responding to acts of student academic misconduct: reporting any such acts to teachers, programme coordinators and/or administration.
- Completing all assignments, tasks, examinations and quizzes in an honest timely manner and to the best of their abilities.
- Giving credit to sources in all work submitted for assessment in written and oral materials and/or artistic products by citing or referencing all sources used. In addition to using Artificial Intelligence platforms, such as ChatGPT, responsibly and ethically by properly citing its use and acknowledging their roles in the writing process.

- Refraining from receiving non-permitted assistance in the completion or editing of work.
- Using the internet and associated social media platforms responsibly.

Role of the Parents:

- Fully understanding the school and IB's rules, regulations and policies:
- Aiding their children in managing their time and workload effectively, while refraining from inappropriate levels of support with their children's work
- Fully understanding what falls under academic misconduct and what the consequences may be.
- Responding to acts of student academic misconduct: reporting any such acts to teachers, programme coordinators and/or administration.
- Submitting authentic and official documentation to support a request for inclusive access arrangements or adverse circumstances considerations for their children.

Academic Misconduct Infringements

- Plagiarism: intentionally or unintentionally representation of the ideas, words or work of another person without proper, clear and explicit acknowledgment; such as, citation and referencing.
- Collusion: working with or copying the work of others to complete an assessment that should have been undertaken independently
- Duplication of work: Presentation of the same work for different assessment components or subjects.
- Submitting work commissioned, edited by, or obtained from a third party
- Exchanging, passing, obtaining or receiving verbal or written information from other students during the examination (or attempting to).

Penalties and Consequences

To ensure a safe and supportive learning environment, the following penalties will be applied progressively when inappropriate behavior occurs:

1st Penalty

- The student will receive a verbal warning from the coordinator.
- The student will be referred to the Counseling Department for guidance and support.
- Parents will be notified verbally about the incident and the steps taken.

2nd Penalty

Reflection time will be given to student and Parents will be officially notified in writing, explaining the behavior, actions taken by the school, and expected improvements.

Review cycle

This policy is reviewed every two years by the school leadership and IB coordinators to ensure continued alignment with IB standards, the Language Policy, the Assessment Policy, and the evolving needs of the school community.

References:

- o Programme Standards and Practices. October 2018 (Updated April 2022)
- o Rules for IB World Schools. International Baccalaureate Organization (UK) Ltd., 2020
- o Academic Integrity Policy. October 2019. (Updated March 2023)
- o Academic Honesty in the IB Educational Context. International Baccalaureate Organization (UK) Ltd, 2014.