



TOWNSVILLE GRAMMAR SCHOOL

ACADEMIC HONESTY AND INTEGRITY POLICY

PURPOSE	The aim of this policy is to articulate the values of Honesty and Integrity which underpin the Academic Program at Townsville Grammar School.		
SCOPE	Students, parents and employees, including full-time, part-time, permanent, fixed term and casual employees, as well as contractors, volunteers and people undertaking work experience or vocational placements at Townsville Grammar School.		
REFERENCES	<ul style="list-style-type: none">Assessment PoliciesAccess Arrangements and Reasonable Adjustments (AARA) applicationStudent School Diary		
REVIEWED	Annually	NEXT REVIEW DATE	January 2027
POLICY OWNER	Director of Curriculum		

Policy

The qualities of respect, responsibility, character and honesty underpin the concept of academic integrity and parents can play a pivotal role in supporting these virtues.

All students must:

- Be honest and responsible about their own work
- Acknowledge all references
- Use their own words and ideas

Breaches - depending on the age of the student and the nature of the honesty/integrity issue, penalties can include an afternoon or a Saturday detention, or a suspension. Academic consequences will also apply, and this will normally involve submission of original work within 24 hours or re-sitting a comparable test (Please see the TGS Assessment Policies on the [School website](#) for further information).

Plagiarism - refers to representing the ideas or work of another as your own. The usual reasons students plagiarise include:

- Lack of confidence in their own abilities.
- Trouble planning and using their own time.
- Competing demands such as work, sport and School.
- Not wanting to do the 'work'.
- Wanting to get an academic advantage over other students.

Extensions to assignments can often assist students with the first three of the above situations. Should a student realise that their commitments will preclude them from having adequate time to complete the upcoming assessment, they need to speak to their class teacher in the Junior School and in the Middle or Senior School, the Head of Faculty/Curriculum Leader up to three days **before** the assessment is due.

The request will be considered and if judged to be valid, the student will be given an extension of time to complete the task. If the student is in Year 12, an Access Arrangements and Reasonable Adjustments (AARA) application is

also required. AARA applications must be discussed and submitted through the Director of Curriculum. This application will need to be approved before an assignment extension is applied.

Collusion - refers to supporting malpractice by another student, for example allowing work to be copied. In the case of collusion both students are involved: one student knowingly supplies work to another student who decides to present the work as their own. The student who colludes is as much in the wrong as the student who relies on the work of others. Penalties apply to students who are involved in collusion. Students need to understand their own responsibility in relation to assessment and demonstrate honesty.

The Principal reserves the right to exclude students from Cum Laude and/or Speech Day Awards for serious breaches of Academic dishonesty. The detailed TGS Assessment Policies are available on the School website and Moodle. These extensively cover areas of academic honesty in addition to other areas.