

Thomas Jefferson High School for Science and Technology Honor Code

Honesty is a value that holds each person to the truth, to tell the truth, and to defend the truth. Honesty results in fairness for each member of the Thomas Jefferson High School for Science and Technology community.

Integrity is firm adherence to our values with and without the presence of others. Respect is treating others as we would like to be treated. In an environment of respect, work we submit as our own is our own. Responsibility is the quality of being accountable for our actions and accepting the consequences of our actions.

The Honor Code is a physical representation of the values that Thomas Jefferson High School for Science and Technology should encompass. At any educational institution, a code of conduct must be established so that people, teachers and students alike, know the proper way to behave. Integrity and the honest reputation that students acquire through their actions is the most valuable gift they can carry with them after graduation, and it is the most valuable gift any educational institution can give. Formulas and facts can carry students only so far in life. True success lies in one's desire to be good for the sake of being good, doing the right thing, even when no one is looking. The Honor Code is not meant as an imposition, but rather as a standard to which all students and faculty should be held. At Thomas Jefferson High School for Science and Technology, we encourage higher academic achievement; this code asks that we hold each other, with the same rigor and passion in academics, to a higher standard of integrity and of personal commitment.

Thomas Jefferson Principles Regarding Academic Integrity

Enrollment at TJHSST requires adherence to a set of standards which include the expectation that no student will engage in the following behaviors as defined by the course teacher.

- A. Cheating
- B. Plagiarism
- C. Fabrication
- D. Obtaining an Unfair Advantage
- E. Aiding and Abetting Dishonesty
- F. Falsification of Records and Official Documents
- G. Unauthorized Access to Academic or Administrative Records/Systems

*If a student is unclear as to whether or not his or her actions are in violation of the Honor Code, then it is that student's responsibility to clarify any ambiguities with the appropriate instructor.

Student Consequences for Violating the Honor Code – Non-egregious offenses

1st Offense

1. Teacher meets with student and notifies parent(s) and counselor (required).
2. Teacher decides consequence regarding the assignment, completes a referral, submits it electronically to the grade-level AP.
3. If the student admits wrong-doing, the AP will meet with student, counselor, parent and teacher (optional depending on circumstances) to discuss the infraction. The AP will assign additional disciplinary action on top of what the teacher has already assigned (detention). In lieu of the AP assigning additional disciplinary action, the student will have the option of going before the Honor Council to review the infraction and determine restorative justice action(s). The AP will follow up to ensure the action(s) are implemented, and if not, determine appropriate consequences.
4. The AP will determine the appropriate disciplinary action, the referral will be entered into SIS and a copy of the completed referral will be forwarded to the teacher and counselor.

2nd Offense

1. Teacher meets with student and notifies parent(s) and counselor (required).
2. Teacher decides consequence regarding the assignment, completes a referral, submits it electronically to the grade-level AP.
3. If the student admits wrong-doing, the AP will meet with student, counselor, parent and teacher (optional, depending on circumstances) to discuss the infraction. In addition, the student will be suspended from school for a minimum of one (1) school day. The Honor Council may also be applied in order to restore trust to harm caused during the incident.
4. If the student denies any wrong-doing, the AP will investigate the matter and determine appropriate disciplinary action based upon the results of the investigation.
5. The AP will determine the appropriate disciplinary action, the referral will be entered into SIS and a copy of the completed referral will be forwarded to the teacher and counselor.

3rd Offense

1. Teacher meets with student and notifies parent(s) and counselor (required).
2. Teacher decides consequence regarding the assignment, completes a referral, submits electronically to the grade-level AP.
3. If the student admits wrong-doing, the AP will meet with student, counselor, parent and teacher (optional, depending on circumstances) to discuss the infraction. In addition, the student will be suspended from school for likely more than one (1) school day. The Honor Council may also be applied in order to restore trust to harm caused during the incident.
4. If the student denies any wrong-doing, the AP will investigate the matter and determine appropriate disciplinary action based upon the results of the investigation.
5. The AP will determine the appropriate disciplinary action, the referral will be entered into SIS and a copy of the completed referral will be forwarded to the teacher and counselor.

EXTRA-CURRICULAR PARTICIPATION

- If an honor code violation is committed that results in a suspension, students will lose Honor Society membership and school wide leadership privileges with no chance of probation, and 8th period club leadership privileges with probation for one calendar year (12 months from the date of the violation).
- If the honor code violation results in a non-suspendable consequence, discretion will be determined by the administrator regarding impact on extra curriculars.

MENTORSHIP PROGRAM

Just as scientific research requires honesty and integrity, so does the Mentorship Program demand the highest level of ethical integrity. To ensure this, all prospective mentorship applicants are screened for any TJ honor code violations.

Honor code violations may disqualify a candidate from consideration for the mentorship program:

- **9th grade violations:** A single honor code violation will require a mentorship applicant to provide a written explanation of the infraction. More than one infraction will disqualify the student from consideration for the mentorship program.
- **10th/11th grade violations:** Any honor code violation occurring during the 10th or 11th grades will result in the applicant give a written description of the violation and a meeting with the MPD before consideration for candidacy can be considered.
- **Unexcused class/8th period absences:** Students with two or more 8th period or class unexcused absences will be required to submit a written explanation of each and every infraction.

Sign and turn in your pledge for the TJHSST Honor Code

Honor Code: I will uphold academic and personal integrity in the TJ community.

Student Name (print): _____ Grade: _____ Student ID: _____

Student Signature: _____ Date: _____

The above signature indicates that the individual has fully read and understood the Honor Code as the accepted standard for all academic work related to Thomas Jefferson High School for Science and Technology.