

## Relevant Hanover High Student Handbooks Excerpts

### **Stealing (page 33)**

#### Consequence:

1. Suspension of up to 3 days.
2. Schedule-up to last a minimum of 15 school days.
3. The information may be reported to the Hanover Police Department for disposition based on the nature of the incident and the dollar value of the theft

### **ACADEMIC HONOR CODE (PAGE 48-49)**

**(Passed by COUNCIL, December 3, 2004)**

Living with integrity inspires confidence and trust, not only from other people, but from yourself. To that end, each student should submit work for credit that reflects his or her own ideas and industry.

As members of the Hanover High School learning community we strive to uphold the Honor Code and to expect and encourage the same of others, and to do so in all situations and in all places.

The Honor Code challenges members of the community to use our:

- Minds to pursue learning to the best of our own abilities
- Hearts to respect the work of others and refrain from plagiarizing or manipulating others' work to our own advantage
- Voices to express the product of our own learning, taking pride in work well done

### ***Academic Cheating Policy***

**(PASSED BY COUNCIL, MAY 21, 1985)**

#### Definition

Cheating is defined as participation in any activity, including plagiarism, in which a student knowingly misrepresents or assists another student to misrepresent his/her actual achievement in any course. Students caught in the act of cheating before the act has been completed will also be thought of as cheating.

(NOTE: A teacher may give students a more specific version of this definition, as it pertains to each course.)

#### Procedures

When a teacher finds reason to suspect that cheating is occurring or has occurred, the teacher will confront the student(s) involved with the evidence.

- a. If the student contests the accusation, the teacher will share the situation with the Dean of Students who will schedule a hearing on

the matter. The student's parent(s) will be notified and will be given an opportunity to be present.

b. If the student admits to having cheated, the teacher will notify the Dean of Students who will then notify the student's parent(s) and communicate the penalty.

c. The decision of the Dean of Students may be appealed to the Judiciary Committee.

### School Responses

In all cases of cheating, the incident will be recorded in the Dean of Students' office. In addition, the student's counselor will be notified of the offense, for informational purposes.

a. First Offense (in high school career)

1. The student will lose credit for the work involved with no chance of makeup. However, the student may be required to complete the assignment satisfactorily, although no credit will be awarded.

2. The student will be "scheduled up" by the Dean of Students for a period of three school weeks.

b. Subsequent Offense (in any course in high school career)

1. The student will receive a grade of "No Credit" for the quarter for the course in which the cheating occurred.

2. The student will be "scheduled up" by the Dean of Students for a period of not less than five school weeks.

Note: Students should be aware that some college recommendation forms ask whether a student has been academically honest.