



NOTTING HILL & EALING
HIGH SCHOOL

GDST
GIRLS' DAY SCHOOL TRUST

Senior School

Academic Integrity Policy

2023-2024

Academic Integrity Policy

Purpose & Definitions

This policy is designed to reinforce the principles of academic integrity, responsible AI usage, and the observance of academic standards, while clearly defining the consequences of misconduct.

At NHEHS,

- **misconduct** refers to breaches of this policy for any work which is not for public examinations
- **malpractice** refers to breaches of the JCQ policies and standards, in work for public examinations.

This policy applies to all students in the senior school with regards to their classwork, assessments, and research activities.

Academic Integrity & Academic Standards

Academic integrity is crucial for a genuine learning experience. Students are expected to engage in honest academic practices, produce original work and ideas whilst being truthful about which ideas are derived from others. Students are also expected to maintain high academic standards, ensuring critical thinking, accurate sourcing and referencing.

Individual departments may take steps to preserve the integrity of non-examined assessments (NEAs) and to ensure that malpractice is avoided.

Misconduct

Types of misconduct include, but are not limited to, the following.

Plagiarism

Students should not plagiarise someone else's work. Plagiarism involves presenting someone else's work, ideas, words, or intellectual property as one's own without proper acknowledgment. It can range from copying text verbatim to paraphrasing someone's ideas without citing the source.

Fabrication

Students should not fabricate (fake) information used in their work, for example making up data, results, information, or citations. Fabrication can include inventing research data, falsifying lab results, or creating fake references.

Unauthorised use of AI

- Using AI to complete work where the teacher has explicitly forbidden it
- Failing to acknowledge and/or reference the use of AI tools when these have been used
- Use of AI tools which are not age-appropriate, or where a parent has not given consent for their use (for example, ChatGPT is not meant for children under 13, and under-18s need parental consent)

Students may only otherwise use AI in their work if it is clearly referenced, for example: "ChatGPT 3.5 (<https://openai.com>), 25/01/2023.

The student must retain a copy of the prompt(s) and computer-generated content for reference and authentication purposes if needed.

Students must seek guidance from their teacher when unsure about potential misconduct. It is a student's responsibility to refrain from dishonesty or misconduct in their academic work.

Consequences

Academic misconduct will be dealt with in the school according to the appropriate school policy (Behaviour, ICT Acceptable Use) and consequences can range from privileges being curtailed, to more serious sanctions.



For externally assessed work, please refer to the **NHEHS Public Examinations Malpractice Policy**

Last Reviewed December 2023

Next Review July 2024

