



South Lakes HS Honor Code



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SLHS Honor Code



The South Lakes High School community embodies a spirit of mutual trust and intellectual honesty that is central to the very nature of the school and represents the highest possible expression of shared values among the members of the school community -- students, teachers, administrators, parents. Students who commit themselves to upholding South Lakes High School's Honor Code will be instilled with a sense of integrity and personal achievement that will last beyond their high school years.

The Code

Students attending South Lakes High School are expected to conduct themselves honorably in pursuit of their education. Cheating, plagiarism, and fraud violate ethical codes of conduct and will not be accepted at South Lakes High School. The South Lakes Honor Code conforms to FCPS Student Rights and Responsibilities and aligns to the expectations of the International Baccalaureate program.

SLHS- Student Honor Code Lessons



- The English department teaches all students about academic integrity, including the honor code, in the first few weeks of classes each school year.
- Students will also be presented information about the honor code three other times during the school year through lessons taught during our Advisory period.

Violations (examples include but are not limited to):

- Cheating
 - Copying another person's work.
 - Allowing another person to copy your work.
- Plagiarism
 - Presenting someone else's work as your own.
 - Failing to use proper citations.
- Falsification/Lying
 - Making an untrue statement verbally or in writing.
 - Forgery of official signatures.

How are suspected Honor Code violations handled?



If the teacher sees a questionable violation of the honor code, the teacher is required to make a referral to the Honor Council. The teacher discusses the questionable violation with the student, calls the student's parents, fills out Section I of the referral form, and gives a copy of the referral form to the student to fill out Section II and return the form within two school days.

Students who check that they violated the Honor Code do not get forwarded to the Honor Council and instead accept the consequences outlined on the following slides. Students who check that they did not violate the Honor Code will have their referral submitted to the Honor Council for review. Students are notified of the Council's findings in writing.

Referral Form



If a violation is suspected, the teacher fills out this part of the referral form.

South Lakes High School Honor Code Referral

Instructions for this form:

1. The referring teacher is to complete Section I explaining the questionable violation and include copies of documentation (papers, tests, quizzes, etc.).
2. The teacher will notify the parent/guardian about the referral and will give the student a copy of the referral.
3. The student will complete Section II, and will return the copy to the teacher within two school days.
If it is not returned within two school days, it is understood that the student is admitting to violating the honor code.
4. The original form becomes the teacher's record, and the returned copy will be placed in the Honor Council Chair's mailbox (Rich Deivert) or dropped off in room 240 who will secure all documents to maintain confidentiality.

Student Name: Grade Level:

Referring Teacher: Course:

Date of Referral: Date of Incident (if different):

Incident Summary:

Teacher Signature: _____

Referral Form



The student fills out this section of the referral form, and the parent signs.

- A.** I hereby acknowledge that I **violated** the Honor Code and will accept the penalty imposed by the teacher and/or the Honor Council.

Signature_____ Date_____

- B.** I hereby acknowledge that I **violated** the Honor Code and will accept the penalty imposed by the teacher and/or Honor Council. However, I wish to submit a typed response on my behalf to the Honor Council before a final penalty is imposed. My typed response is attached.

Signature_____ Date_____

- C.** I hereby maintain that I **did not violate** the Honor Code and request a review of the written record by the Honor Council. My typed statement concerning this incident is attached to the referral.

Signature_____ Date_____

Note to the parent:

Your signature indicates that you have discussed the alleged violation of the Honor Code with your child. It does not imply agreement or disagreement with the allegation.

Parent Signature_____ Date_____

Honor Code Council Action



The Honor Code Council, after reviewing any referral, agrees on one of the three findings shown here.

After reviewing the attached referral and supporting materials, the Honor Council finds the following:

___ **No evidence (or insufficient evidence) exists of a violation;** no further action will be taken.

___ **Council requests more information before a decision can be made.**

___ **An act that violated the honor code occurred.** Reason for decision:

Student Appeal



If the student would like to appeal the decision they must do so in writing within two school days of receipt of this notice by getting an “Appeal of the Honor Council Decision” from the Chair and following the procedural directions.

NOTICE of APPEAL of Honor Code Council Decision

I am formally appealing the decision of the Honor Code Council.

Made

by _____
(student)

Date _____

To: Darius Robinson, Chair, Honor Code Council

Violation Consequences



1st violation: Student receives a fifty (or the equivalent to a 50% on a 4.0 grading scale) on the assignment with **no retake opportunity**.

- Students who are members of honor societies, SGA, and other academic leadership positions will be suspended from extracurricular participation with that organization for 30 days and placed on probationary status for one calendar year.
- The incident is recorded in the student's discipline record.

2nd: Same consequences as the first violation with the following additional penalties:

- Immediate referral to the student's administrator.
- Conference including the student's administrator, the teacher, the counselor, the parent, and the student.
- If a student is a member of an Honor Society (as described in the previous slide), they will lose membership in that Honor Society for one calendar year from the date of the second violation.
- If a student holds office, they will be removed from office.
- Student will be assigned one day of In-school Suspension and incident recorded in the student's discipline record.

3rd: Same consequences as the second violation with the following additional penalties:

- Immediate referral to the student's administrator.
- The administrator will notify immediately the student's parents and suspend the student from school for one day. Progressive discipline may be assigned as well.
- Conference including the student's administrator, the teacher, the counselor, the parent, and the student. Consequences for any additional violations of the Honor Code will be discussed at that time.

SLHS Honor Code



Student Honor Pledge

**On my honor, I have neither given nor received
unauthorized aid on this work.**

For more details on the Honor Code, visit our school website:

<https://southlakeshs.fcps.edu/academics/honor-code>

If you have any questions about a referral or the Honor Code, please contact Darius Robinson, Assistant Principal.