

HONOR CODE

In his letter to Titus, St. Paul writes: “The goal of this command is love, which comes from a pure heart and a good conscience and a sincere faith.” (1 Titus 1:5)

As a community founded on the Christian values of Faith, Knowledge and Service, Marin Catholic is committed to creating a culture of integrity and the formation of students who will thrive academically and personally. We expect our students, through their experiences in the classroom and as active members of the school community, to develop high ideals of morality, honesty and respect for themselves and the world around them. All members of the Marin Catholic community--students, parents, teachers and staff members--play a crucial role in creating and maintaining a healthy and moral school environment.

AS A MARIN CATHOLIC TEACHER, I WILL

- Clearly delineate and reinforce my class academic and behavioral expectations.
- Help create a “culture of learning” that rewards curiosity, encourages academic risk-taking, inspires active engagement, promotes academic and personal integrity, and ensures that students and teachers share responsibility for achievement.
- Develop and implement a variety of fair and authentic assessments that challenge students to demonstrate mastery of both skills and content.
- Carefully monitor each assessment and address all issues of dishonesty.
- Model good “citizenship” of the school community: sharing the responsibility to help create a spirit of mutual respect and cooperation; promoting positive and healthy working relationships; respecting the school’s traditions, institutions, and environment.

AS A MARIN CATHOLIC STUDENT, I WILL

- Demonstrate an understanding of and appreciation for the academic and behavioral expectations as delineated by my teachers.
- Take a positive role in creating the “culture of learning” in my respective classes: coming to class on-time, prepared, with all materials, and eager to participate; actively engaging the subject and activity at hand.
- Strive to become a good “citizen” of the school community: collaborating with all members of the Marin Catholic community in a helpful and respectful manner; making all members of the community feel welcome and valued; avoiding inappropriate behavior in and out of class and respecting the school’s traditions, institutions, and environment.
- Act responsibly and communicate with teachers before missing tests or class and address any other issues that would impact my performance in the class.
- Approach all tasks (homework, quizzes, tests, etc.) with absolute honesty and integrity. I will plan ahead and be responsible.
- Not commit any academic or personal violations of the Honor Code, nor will I condone violations of the Honor Code by other students.

AS A MARIN CATHOLIC PARENT, I WILL

- Understand and support the academic and behavioral expectations of my student’s respective classes and of the school in general.
- Encourage and help my student make academic achievement, assuming their role in the “culture of learning,” a top priority.
- Promote the values of “citizenship” in the school community by honoring its traditions and institutions.
- Help my student assume responsibility for his/her role in the life of the school--both the benefits and the consequences of his/her actions.

Violations of the Honor Code

Academic

Cheating involves a willful and dishonest act by a student in which he/she gains or gives an unfair advantage in a class. Cheating includes but is not limited to:

- Copying answers from another student's test, quiz, assignment, or homework.
- Giving answers to another student on a test, quiz, assignment, or homework.
- Using any unauthorized materials (cheat sheets, notes, electronic devices) on a test, quiz or assignment.
- Gaining access or giving information (both verbal and written) about test questions or answers before the test is given.
- Copying the work of another student and submitting it as one's own.
- Pressuring other students to aide or allow you to copy tests, quizzes, assignments, or homework.
- Asking a teacher inappropriate questions during a test in an attempt to get the answer.
- Having other people (parents, tutors, students) complete assignments and submitting it as your own.

Plagiarism involves passing off the words and ideas of another as your own and not giving proper credit to the source. Plagiarism includes but is not limited to:

- Copying another's work, in part or in whole, and submitting it as your own.
- Using another's words or ideas without citing sources (Both print and Internet).
- Taking ideas from the internet and/or print sources and not giving proper credit.
- Submitting papers/projects from commercial companies or on-line sources.

Personal

Lack of Integrity involves dishonesty and not adhering to a moral and ethical code. Incidents involving a lack of integrity include but are not limited to:

- Lying to a teacher, administrator or other school employee.
- Not taking responsibility for one's actions.
- Forging a signature on an official document (notes, permission slips, etc).
- Using school computers inappropriately (MC Acceptable Use contract).
- Disrespecting another student or teacher through the use of speech, writing, actions, etc.
- Disrespecting the campus through littering, graffiti, etc.

Consequences for Academic Violations:

1st offense: The teacher will assign a failing grade for the work or quiz/test involved. The teacher will also report the instance of cheating to the Dean of Studies and the parent. The Dean of Studies will notify the student's parent/guardian in writing and will keep the referral on file.

2nd offense: In the event that the Dean of Studies receives a second referral from any teacher, consequences in addition to the failing grade will be determined by the Dean of Studies and/or the Academic Review Board and may include a period of academic disqualification and/or other sanctions deemed appropriate by the board. Any additional referral(s) will result in a review by the Board and the imposition of more serious consequences and may include an extended period of disqualification and/or withdrawal with a failing grade from the class in which the additional offense occurred. If the Board determines that the offenses have been of a serious nature, it may recommend to the Principal that the student be expelled.

Students may be held accountable for a second or third offense if a violation is deemed exceptional in nature and/or violates more than one aspect of the Honor Code. All violations will be tracked during the student's enrollment at Marin Catholic.

Consequences for Personal Violations:

All violations under the personal lack of integrity heading will be handled by the Deans of Students. Consequences for violations can be found in the Student Handbook under Student Expectations and Consequences (pp13-20). Repeated referrals or violations of a serious nature may result in a meeting with the Deans of Students and/or the Discipline Review Board and consequences may include a period of disciplinary disqualification, suspension, service hours, detentions, or other recommendation deemed appropriate by the Board or Principal.