



THE JOHN OF GAUNT SCHOOL
- A Community Academy -

PLAGIARISM POLICY

Originator	Reviewed by	Date of Review	Approved by	Date of Approval	Next Review Date	Website
DCO/MLI			FGB	26/03/18	Mar 2020	Yes

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1. Vision Statement

‘Create an irresistible climate for achievement’

- We challenge, support and encourage every student to **achieve their potential**.
- We believe **effort** and **dedication** lead to success and we **raise aspirations**.
- We **personalise our provision** to meet the needs of individuals.
- We enable our students to flourish as **confident learners and leaders** of our community.
- We create a culture where all stakeholders **feel valued, supported and proud**.
- We **work collaboratively** to improve outcomes for our students and support other schools to improve.

2. Overview

2.1 The John of Gaunt School is committed to maintaining the integrity of our students’ learning and our responsibility as an assessment centre, through a clear policy of educating our students about the dangers and implications of plagiarism. This is supported by thorough monitoring of students’ non-examination assessment (NEA), coursework/controlled assessment and its drafting process, and through the establishment of clear sanctions for any student who fails to adhere to this process.

2.2 We define plagiarism as “the failure to acknowledge sources properly and/or the submission of another person’s work as if it were the candidate’s own” (Joint Council for Qualifications^{CJC} notice on Plagiarism in Examinations). This mostly refers to copying from published texts whether these are in print or on the internet.

2.3 Factors contributing to the rise in plagiarism include: the increasing pressures on students to succeed; students’ lack of awareness of the regulations; students’ failure to allow time to meet deadlines; students’ lack of skill in using/acknowledging source materials; the greater availability of internet resources; the growth of websites providing bespoke non-examination assessment (NEA), coursework/controlled assessments and students’ belief that their plagiarising will not be monitored.

2.4 The John of Gaunt School has clear policies on how we will support, monitor and sanction students in relation to plagiarism, set out below.

3. Preventing Plagiarism

3.1 At the start of a course leading a public examined qualification, subject teachers will explain to students the following:

- School's plagiarism policy;
- Consequences of submitting plagiarised work for assessment, where that assessment forms part of a public examined qualification.

Subject teachers will remind students of the policy at appropriate times during the course and will give students guidance, as and where appropriate, on citing references to authors.

Students will receive an electronic copy of the JCQ^{CIC} leaflet on non-examination assessment (NEA), coursework/control assessment and Portfolios, emailed to them at the start of a course leading a public examined qualification.

3.2 Staff will set reasonable deadlines for submission of work and provide reminders.

4. Monitoring Plagiarism

4.1 Staff will be supported in the clues to spotting plagiarism, how to keep watch on content, style and presentation, and how to confirm and report plagiarising. This information will be available in the staff handbook, school website and through curriculum leaders.

5. Sanctions

5.1 If suspicions of plagiarism are confirmed, and the candidate has not signed the declaration of authentication, The John of Gaunt School will resolve the matter internally.

5.2 In the first instance, this must include: calling in parents/carers for interview; consideration of dis-application of the student from one or more examinations; internal circulation of the students' details to all curriculum leaders and SLT; strict deadlines for redrafting/rewriting of plagiarised non-examination assessment (NEA), coursework/controlled assessment and a signed declaration of future intent/adherence to policy (recognising that this could include barred entry from examinations).

5.3 If students have already signed the declaration of authentication, or have committed a second plagiarism offence, the case will be reported to the Awarding Body, as detailed by JCQ^{CIC}.

This document has been produced with reference to:

Joint Council for Qualifications^{CIC} Notice: Plagiarism in Examinations: Guidance for Teachers/Assessors.