

Academy Integrity Policy

At Royal Ontario Academy (ROA), we are dedicated to fostering a community that upholds integrity, honesty, and ethical conduct among all students, faculty, and staff. This policy outlines our principles and expectations to maintain academic, personal, and digital integrity within our educational environment.

Academic Integrity

Honesty in Academic Work

- Students are expected to complete and submit their own work with originality.
- Acts of plagiarism, cheating, and other forms of academic dishonesty are strictly prohibited.

Proper Citation Practices

- All academic work must include proper citations.
- Students should follow the referencing styles as directed by their instructors.

Collaboration Guidelines

- Collaboration on projects must receive prior approval from instructors.
- Each contributor's role must be clearly identified, with appropriate credit given.

Digital Integrity

Responsible Use of Technology

- Utilize the academy's digital platforms and resources responsibly.
- Unauthorized access, distribution, or use of digital content is prohibited.

Privacy and Data Security

- Respect the confidentiality and privacy of others' information.
- Sharing personal information without consent is strictly forbidden.

Professional Online Conduct

- Maintain a high level of professionalism in all online communications.
- Follow the netiquette guidelines as outlined by the academy.

Use of Artificial Intelligence (AI) Tools

Guidelines for AI Tool Usage

- The use of AI tools, including generative AI applications, is permitted only with explicit instructor approval.
- Students must clearly disclose any AI-generated content in their submissions.

Proper Attribution of AI-Generated Content

- AI-generated content must be properly cited, following the guidelines provided by instructors.
- Failure to attribute AI-generated content appropriately will be considered a violation of academic integrity.

Ethical Considerations

- Students are encouraged to use AI tools to enhance learning and creativity, not to replace their own work.
- Over-reliance on AI tools without proper understanding may hinder learning and is discouraged.

Consequences for Breaches of Integrity

Any violations of the Integrity Policy will be addressed through disciplinary actions, which may include but are not limited to:

- Formal warnings or reprimands
- Re-doing assignments or examinations
- Suspension or expulsion from the academy

Acknowledgment of the Integrity Policy

By enrolling at ROA, all students, faculty, and staff commit to upholding this Integrity Policy and contributing to a culture of trust, respect, and ethical behavior within the academy.

Follow-Up Interviews

To uphold the integrity of student work and ensure a thorough understanding of the material, students may be required to participate in a follow-up interview with their teacher or Principal.

Possible Interview Topics:

- Explain your research process: How did you find your sources?
- Describe how you developed your ideas without relying on AI-generated content.
- Discuss the key points from your presentation without notes.
- Reflect on what you learned and what challenges you faced.

If a student cannot adequately explain their work, they may be required to redo the assignment or receive a reduced grade.

Student Responsibilities:

- Keep all draft copies of your work, including early outlines and rough notes.
- Submit a research log listing key sources and how they were used.
- If requested, be prepared for a short discussion with the teacher to verify understanding.

The school administration will review this policy/procedure annually to ensure its effectiveness and alignment with educational standards and goals, making revisions as needed. For further information regarding this policy, students and parents/guardians are encouraged to contact us at Royal Ontario Academy at info@royalontarioacademy.com.