

**SCHOOL BASED DECISION MAKING  
Policy Format**

School: DuPont Manual High School  
Subject of Policy: Anti-Plagiarism

**Policy Statement:**

Definition: Plagiarism is stealing or using others' words, original ideas, or work without crediting the original source.

All students will receive instruction in English classes and reinforcement in other content areas on what constitutes plagiarism.

Students will sign an anti-plagiarism agreement in their English classes. Parents will be asked to sign the agreement as an indication that they understand Manual's anti-plagiarism policy.

If a student's work is deemed plagiarized by the teacher, this infraction will be treated as a disciplinary and academic issue resulting in a disciplinary referral and a zero for the plagiarized assignment.

- This policy affects all student work in all classes.
- The teacher may confer with the assistant principal on disciplinary action.
- Assistant principals will report acts of plagiarism to honorary clubs for discipline action according to club policy.
- Repeat offenders may be subject to JCPS disciplinary action which may result in suspension.

Date of First Reading: \_\_\_\_3/5/03\_\_\_\_ \_

Date of Second Reading: \_\_\_\_4/2/03\_\_\_\_

Date Adopted: \_\_\_\_Revised 11/ 4/ 2014\_\_\_\_

Signature: \_\_\_\_\_  
(SBDM Council Chairperson)