

SCIENCE DEPARTMENT POLICIES 2013

Note: See the Student-Parent Handbook and the Honor Statement

We expect all students to abide by the school's rules by being honest and trustworthy citizens and avoid cheating and plagiarism. We emphasize that students who cheat/plagiarize on an assignment or on a test will receive a zero for that work and will be disciplined according to school policy. Students, however, frequently work together as a team in the science laboratory and on the computer so some further clarification of "copying" is necessary.

LABORATORY REPORTS

1. When you have been assigned to work together, it is natural that your team will share the labor and the data. Only if told to do so will several teams pool their data for all to use. This is acceptable scientific practice.
2. You may not borrow data from another source since all students are expected to generate their own experimental data.
3. If you are absent and miss a laboratory, you must arrange with your teacher a suitable way to make-up the work. Sometimes you will be required to gather the data on your own during a free period and other times you will be permitted to use your team's data.
4. You must write your own conclusions or experimental summary. You may want to discuss your results with others but the final report must be your own words.
5. Always acknowledge any information taken from references in your report.

TESTS

1. Students are not allowed to discuss a test with those who have not taken it
2. Tests are the intellectual property of the teacher and remain in the classroom. Student use of tests from previous years is not allowed.

CALCULATORS & CELL PHONES

1. Students may not share/use a calculator during an exam without the permission of the teacher. Programmable calculators are permitted at the discretion of the teacher.
2. Cell phones may only be used during class or lab activities when authorized by the teacher. Otherwise cell phones must be turned off.

DEADLINES

1. Homework assignments are due at the beginning of the class.
2. Laboratory and major reports are also due at the beginning of the class.
3. Late assignments will be penalized at the discretion of the teacher.
4. Students must arrange make-up work with their teachers on the day they return from an absence.
5. Assignments due the first day of an absence are to be turned in no later than one day following the return of the student to school. Students who are absent from class but attend other parts of the school day including field trips must still turn in assignments on that day.
6. Excused absences will permit a student to take a make-up test. These tests may be of a different format from the original test and will be evaluated on a different scale.

COMPUTER USAGE

1. Student use of computers located in science offices is not permitted.
2. Please leave the computers on in the computer room during the day.
3. Science computers are intended for schoolwork use.