

Whole School Academic Honesty Information Map

This document outlines how and when students are informed about academic honesty, plagiarism and the use of AI to support coursework pieces. Students sign declaration documents upon coursework submission which state that the work is their own.

Main School

Subject / Event?	When?	Year group?	Further notes
Whole school Assembly	December	Y7-Y11	Assembly led by CSP and MRA to explain value and opportunities associated with AI for learning but also importance of responsible use of AI and how to protect one's academic honesty.
Whole school assembly	April	7-11	Assembly led by BAK and SJP to explain the value of and opportunities associated with academic projects. The importance of responsible use of AI is also outlined by Sixth Form students and as they explain the projects they are currently completing.
Library Lesson	January	Y7	Digital literacy, how to do online research, correct use of AI, referencing.
Library Lesson	February	Y7	Fake news, disinformation, misinformation online.
Library lesson	January	Y8	Research project – includes teaching about referencing and correct use of AI
GCSE PE	May/June of Yr10	Yr10-11	NEA coursework (starting in May of Yr10 and finishing Feb in Yr11). It is made clear that everything they write should be their own words and we will check suspicious work via an AI checker.
GCSE English	April/May	Y10	English Spoken Language NEA – students may research facts & statistics to support their argument. Advised against using AI to do any kind of drafting. General guidance given by teachers in the introductory lesson based on AQA advice (see slide 7 AJW 2026 Spoken Language Lessons - Copy.pptx)
GCSE Food Preparation and Nutrition	Sept-Mar of Yr11	Yr11	Relevant to NEA1 (10 hrs) + NEA2 (20hrs) of GCSE specification. Two communications home to parents via Arbor prior to release of live tasks informing of NEA requirements which includes a section on Originality and Referencing. Further discussions around use of AI and referencing to students in lesson by subject teacher.

Sixth Form

Event	When?	Which students?	Further notes
Lower Sixth Induction Day - IB Ethos sessions	June (Year 11)	All Lower Sixth	Academic Integrity and ethical use of AI forms a basis of the majority of the IB Ethos session with interactive scenarios and case studies.
Referencing, AI and academic honesty	September Upper Sixth, Citizenship	All Upper Sixth	Form tutors deliver a session which covers: - Dangers of poor referencing - How to find sources - When AI can and can't be used - What thorough referencing looks like - Why a hyperlink is not enough
Turnitin launch	October, Lower Sixth	All Lower Sixth	Launch assembly to outline Turnitin and its purpose and use in school. General Academic Integrity standards and expectations are reiterated in this assembly. All students then receive an email to allow them access to Turnitin.
Academic Projects Launch day at ARU	April, Lower Sixth	All Lower Sixth	ARU librarian and AES staff lead sessions which show students how to reference, teach students about the importance of academic honesty and show how AI can be a beneficial (and not so!) tool for academic writing
DP Core lessons	Throughout	IBDP students	Academic Integrity & use of AI is woven throughout the lessons with specific lessons such as: Extended Essay Launch; How to Reference with the Harvard Referencing System; AI How to Use it Red, Amber, Green project and presentations.
Reflective project launch	Throughout	IBCP students	Reflective Project is launched in November/December and students begin to think about ideas. During the research process in January, students are introduced to Academic Referencing and taught the importance of recording sources and accurate citation. This is revisited again in June when students refine their first Reflective Project draft with citations and bibliography. Citation and Referencing is revisited <i>again</i> in Upper Sixth when the final draft is submitted.
EPQ launch	Throughout	EPQ students	There are three lessons, one in September when the projects start, one in April when they start to write and one in June when they are preparing to submit, but every piece of written homework has to be submitted with a Turnitin report
Subject coursework launches	Throughout	All students with coursework components	All subjects inform students of coursework criteria, referencing expectations and the consequences of plagiarism

