

Utsuho Academy Integrity Policy

1. Philosophy of Integrity

Utsuho Academy (hereinafter referred to as the Academy) regards integrity as the “foundation of learning.” We believe that learners taking responsibility for their own thoughts and actions, and building relationships of trust with others and society, is the first step toward creating a sustainable future. This philosophy aligns with the call for individuals who are “Principled.”

2. Definition of Integrity

Integrity means acting honestly and responsibly in learning activities and respecting the achievements and intellectual property of others. Specifically, it includes the following behaviors:

- Properly citing and referencing others' ideas and works
- Accurately expressing one's own thoughts and achievements, and not providing false information
- Making fair and transparent contributions in collaborative work

3. Cultivating Integrity

Integrity is not an innate quality but is cultivated through education. Our school fosters integrity through the following methods:

- Inquiry-Based Learning: Children develop an understanding of the importance of originality and a sense of responsibility through the process of formulating their own questions, conducting research, reflecting, and expressing their findings.
- Feedback and Reflection: Provide opportunities for self-reflection through feedback from teachers, peers, parents, and school community members during the learning process.
- Clear Guidelines: Explicitly state citation methods and collaborative work rules to prevent misunderstandings and misconduct.

4. Violations of Integrity and Responses

Violations of integrity, including AI misuse, include the following:

- Plagiarism: Using another person's work or ideas without proper citation
- Cheating: Using unfair means during exams or assignments
- Collusion: Inappropriate collaboration with others on individual assignments
- Fabrication: Falsifying data or results

When a violation is confirmed, the following responses will be taken:

1. Educational Guidance: Explain the nature and impact of the violation and provide guidance to prevent recurrence
2. Opportunity to Resubmit: Request resubmission of the assignment as necessary

3. Collaboration with Parents: For serious violations, collaborate with parents to discuss countermeasures

5. Roles and Responsibilities

- Children: Take responsibility for their own learning activities and strive to act with integrity
- Teachers: Teach the importance of integrity and provide appropriate assessment and feedback
- Parents: Share the value of integrity when supporting learning at home
- School-wide: Foster a culture emphasizing integrity and pursue continuous improvement

6. Policy Review

This policy will be reviewed annually by a committee comprising faculty, parents, and student representatives, with revisions made as necessary. It will also reference the latest educational and research trends to continuously enhance integrity education.

Established: August 20, 2025