

Malpractice and Plagiarism Policy

Version 1.0 (August 2020)

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Checked and approved by: Ferdinand Joseph

Date: 03/08/2020

Next review due: 03/08/2021

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Malpractice and Plagiarism Policy:

This consists of acts which undermine the integrity and validity of assessment. They may include some of the attached, however, the list is not exhaustive and other instances of malpractice may be considered at the discretion of management.

Impersonation Fabrication of results or evidence Failure to follow instructions Misuse of assessment, examination material. Introduction of unauthorised materials Alteration of any results document Cheating to gain an unfair advantage.

- Impersonation.
- Fabrication of results or evidence.
- Failure to follow instructions.
- Misuse of assessment, examination material.
- Introduction of unauthorised materials.
- Alteration of any results document.
- Cheating to gain an unfair advantage.
- Where appropriate, acts of plagiarism and / or assessment malpractice will be subject to the Disciplinary and Behaviour Policy and the awarding organisation informed.

Plagiarism Policy:

The following dishonest practice will not be tolerated by the Service:

- Taking someone else's work, ideas or images and claiming it as your own.
- Using the computer or information from a data device to reproduce work which you then claim as your own.
- Acting unfairly, dishonestly or cheating. Colluding with others to cheat or deceive.

If found or suspected of doing any of the above the management team will consider action and the awarding organisation informed.

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