

Plagiarism Policy

Purpose: To explain to our school community Braybrook College's policy and expectations relating to student plagiarism.

Scope: This policy applies to all students at Braybrook College

Definition: 'Plagiarism is taking another person's ideas and/or manner of expressing them by pretending they're your own by failing to give appropriate acknowledgment'*

Plagiarism is a form of intellectual theft and cheating. Both Braybrook College and the Victorian Curriculum and Assessment Authority have strict guidelines on the penalties for students found guilty of cheating.

Rationale: At Braybrook College we want our students to develop honest and ethical lifelong learning practices.

Advice for Students:

Plagiarism occurs when you fail to credit the original author for their work. This may include:

- Submitting someone else's work as if it were your own
- Using words, artwork, or data from another person's work—whether it is published or unpublished—without giving appropriate credit
- Using Generative Artificial Intelligence (AI) to complete work for you without permission (Generative AI can generate new content such as text, code, images, audio, and video that resembles what humans can produce)

The types of materials that may be plagiarised include:

- **Design and Artistic works** – paintings, photographs, maps, graphics, cartoons, charts, diagrams and illustrations
- **Literary works** – novels, textbooks, poems, song lyrics, newspaper articles, computer software/games
- **Musical works** – melodies, song music, advertising jingles, film scores
- **Dramatic works** – plays, screenplays and choreography
- **Films and moving images** – feature films, short films, documentaries, television programs, interactive games, television advertisements, music videos and vodcasts
- **Sound recordings** – MP3 files, CDs, DVDs, vinyl and tape recordings, podcasts
- **Broadcasts** – television, radio, podcasts
- **Websites**
- **etc**

Assisting plagiarism – Helping another student to cheat

It is also unacceptable to assist another student to plagiarise material (e.g. by lending work that you have completed to another student so that it can be copied and handed in as that other student's work).

Consequences: There will be disciplinary action taken against any student found to have plagiarised. These actions will be handled by the classroom teacher, Year Level Coordinators or the Principal Class. Disciplinary actions may include awarding a zero grade to the student, detentions, suspensions, communication with parents/guardians, etc.

Further details regarding plagiarism, including authentication of students' work, protocols and consequences around breaches of the policy, etc. can be found on the [College website](#).

*<https://connect.monash.edu/askmonash/s/article/FAQ-2200>