

Malpractice

- To maintain the integrity of qualifications, strict regulations are in place. You need to be aware of what malpractice is and the possible consequences of such actions. Malpractice means any act or practice which is in breach of the Regulations. Any alleged, suspected or actual incidents of malpractice will be investigated and reported to the relevant awarding body/bodies.

The following are some examples of what constitutes malpractice:

- Introduction of unauthorised material into the examination room
- Breaches of examination conditions
- Exchanging, obtaining, receiving, or passing on information which could be examination related (or the attempt to)
- Offences relating to the content of your work
- Undermining the integrity of examinations or non-examination assessments

You need to know that the following would be malpractice:

- Copying or allowing work to be copied – e.g. posting written work on social networking sites prior to an examination / assessment
- Collusion – allowing others to help produce your work or helping others with theirs
- Asking others about what questions your exam will include (even if no one tells you)
- Having or sharing details about exam questions before the exam – whether you think these are real or fake
- Not telling exam boards or your school about exam information being shared

You should be mindful of the following when completing non-examination assessments.

Research and using references

- If you copy the words, ideas or outputs of others and do not show your sources in references and a bibliography, this will be considered as cheating.

Plagiarism

- Plagiarism involves taking someone else's words, thoughts, ideas or outputs and trying to pass them off as your own. It could also include AI produced material. **It is a form of cheating which is taken very seriously.**

Any alleged, suspected or actual incidents of malpractice will be investigated and reported to the relevant awarding body/bodies.

If you are unsure whether your actions constitute malpractice please refer to the school's Malpractice Policy for Candidates.