



Academic Misconduct Regulations

1. Introduction

The Alliance of Leading Learning (ALL) as a DfE accredited NPQ provider, is committed to upholding outstanding principals of academic integrity which include the core values of honesty, trust, fairness, respect and responsibility in all leadership activities and endeavours. Through its programmes ALL aims to develop a culture of academic integrity and through its assessments, procedures conducting fair and equitable assessment for all course participants.

The following regulations applies to all NPQ programmes and shall be implemented with due regard to the need to eliminate discrimination, harassment and victimisation, advance equality of opportunity, and foster good relations. The procedure applies equally to all NPQ course participants irrespective of age, disability, gender reassignment, pregnancy or maternity, race, ethnic origin or national identity, religion or belief, sex or sexual orientation. The Alliance of Leading Learning is committed to procedures that are fair and transparent, and decisions that are reasonable and have regard to law.

2. Types of academic misconduct

The following is a non-exhaustive list of examples of academic misconduct which will be considered under these regulations:

Plagiarism: representing another person's work or ideas as one's own, for example by failing to acknowledge sources within the assessment report. This includes the unauthorised use of another peer's work and the commissioning, purchase and submission of a piece of work, in part or whole, as the participant's own.

Collusion: cooperation to gain an unpermitted advantage. This may occur where participants have consciously collaborated on a piece of work, in part or whole, and passed it off as their own individual efforts. **Note:** legitimate input from personal tutors on behalf of the Alliance of Leading Learning is not considered to be collusion.

Fabrication or misrepresentation: the presentation of fabricated data, results, references, evidence or other material or misrepresentation of the same. Including, for example:

- claiming to have carried out observations, interviews or other forms of research which have not, in fact, been carried out;
- claiming to have obtained results or other evidence which have not, in fact, been obtained;

3. Penalties for Academic Misconduct

Being accused of academic misconduct is a serious offence and has the potential to result in a number of penalties dependent on the severity of the misconduct.

When an example of academic misconduct has been identified by one of the assessment team (at any stage of the assessment process), the matter will in the first case be reported to the Executive Director. If considered a minor case, they may be given the opportunity to correct this and resubmit.

Should it be considered a major case of plagiarism, or a repeat offence, and that the good name of the Alliance of Leading Learning could be put into disrepute, the further penalties may apply. Following a full investigation and consideration of the case, if the evidence indicates that a serious act of academic misconduct has been committed, the Executive Director will refer the matter to the Chair of the Strategic Board of the Alliance of Leading Learning. At this stage the participant and the sponsor will be notified in writing that the matter has been referred to the Chair of the Strategic Board.

The Chair of the Strategic Board will consider the evidence and write to the participants and their sponsor to notify them of its decision. At this stage of Final NPQ Assessment, the decision could involve all of the following penalties.

Penalties for Academic Misconduct in final NPQ assessment:

- a) Termination of the NPQ programme without certification or opportunity for re-assessment
- b) There will be no refund of monies paid and any outstanding funds will be sought from the individual or school / sponsor
- c) If receiving a DfE scholarship this will be considered a termination / withdrawal and the full amount will be clawed back under the claw-back terms and conditions for the Alliance of Leading Learning and the DfE
- d) The DfE and QA agent (Tribal) will also be kept informed to ensure that any academic misconduct procedures are consistent with their policies.

4. Right to Appeal

If you remain dissatisfied with the outcome, you have the right to appeal to the Chair of the Strategic Board. The appeal should be submitted within ten working days from the date on the outcome letter.

Please state within your letter the grounds on which you are raising the appeal.

Your appeal will be reviewed by a representative of the Teaching School's Strategic Board or nominee, and this decision will be final with regard to NPQ procedures.

This review will normally limit itself to the written material relating to the case at all previous stages along with your appeal letter; however, the Board's representative (or nominee) reserves the right to interview you and/or other relevant individuals.

You will receive the outcome in writing as soon as possible and at this point you will have come to the end of the appeal procedure.