



GUYANA POLICE FORCE ACADEMY

STUDENT ACADEMIC INTEGRITY POLICY

BACKGROUND

Dedicated to maintaining the utmost standards of academic integrity and ethical behavior within its ranks, the Guyana Police Force Academy insists on the cultivation of these values in its members. As aspiring law enforcement officers, individuals are expected to exhibit unwavering honesty, trustworthiness, and principled leadership. The Academy unequivocally deems any form of academic dishonesty as unacceptable, recognizing that such actions undermine the foundational values upon which the institution is built, aligning with both local and international standards for Law Enforcement officers.

After several incidents of plagiarism and cheating on assignments and exams, the Academy recognized the need for a formal academic integrity policy. A committee was formed, comprising the Academy's Training Board, Force Training Officer, Senior Instructors, Legal Representative, and a representative of the Academy, to develop a comprehensive policy. Extensive research was conducted on best practices from police academies globally and other reputable institutions.

The resulting policy clearly outlines expectations for original work, proper citations, permissible collaboration, and adherence to assessment rules. It provides definitions and examples of integrity breaches like cheating, plagiarism, impersonation, and fabrication. Strict disciplinary procedures and sanctions for violations are instituted, escalating from warnings to expulsion for repeated offenses.

Educate members of the Academy on the new policy, mandatory orientation sessions are held at the start of each academic term. Members must sign an integrity pledge and informational resources are provided. Institutional training is also conducted to ensure consistent

implementation and due process. By prioritizing academic integrity, the Academy aims to graduate its members who will exemplify ethical leadership in public service.

OBJECTIVES

The following objectives collectively aim to create a culture of Academic Integrity at the Guyana Police Force Academy, fostering ethical behavior and professionalism among its members.

- Promote a culture of honesty, ethics, and principled leadership among its members through upholding standards of Academic Integrity.
- Communicate clear expectations and guidelines for original work, proper citation/referencing, permissible collaboration, and compliance with assessment rules and procedures.
- Provide definitions and illustrations of various breaches of Academic Integrity such as cheating, plagiarism, self-plagiarism, duplication, impersonation, fabrication, and academic sabotage.
- Outline fair, rigorous, and consistent disciplinary procedures, and sanctions to address academic misconduct, ranging from warnings to expulsion for repeated/severe cases.
- Implement mandatory orientation and training for members on the Academic Integrity Policy, ethical standards, and consequences for violations.
- Educate faculty on policy requirements, investigation protocols, and penalty determination procedures to ensure consistent enforcement.
- Incorporate the signing of an Academy Integrity Pledge by members at orientation to formalize commitment to upholding ethical conduct.
- Foster an environment of trust, responsibility, and peer accountability in relation to academic work.
- Uphold the reputation of the Academy by graduating members who demonstrate high moral character and principles in addition to knowledge and skills.
- Continually review and update the policy to align with evolving Academic Integrity issues, challenges, and best practices.

POLICY STATEMENT

The Guyana Police Force Academy is unwavering in its commitment to fostering an environment of Academic Integrity, personal responsibility, and ethical conduct among its members. The Academy's dedication to these principles is grounded in the belief that the development of trustworthy and principled law enforcement professionals begins with a foundation of honesty, integrity, and respect for the academic process.

KEY COMMITMENTS:

- **Promoting a Culture of Integrity:** The Academy is committed to cultivating a culture where Academic Integrity is highly valued and consistently upheld. Through education, communication, and collaboration, the Academy strives to create an atmosphere where members recognize the intrinsic importance of honesty and ethical behavior in their academic and professional pursuits.
- **Clear Communication of Expectations:** The Academy pledges to clearly communicate its expectations regarding Academic Integrity to all members. The Academy policies and guidelines will be readily accessible, ensuring that every member of the Academy community understands the standards to which they are held and the consequences of violating these standards.
- **Providing Educational Resources:** The Academy provides educational resources and training opportunities to enhance members' understanding of Academic Integrity. Workshops, orientation sessions, and ongoing educational programs will be offered to equip cadets with the knowledge and skills necessary to navigate academic challenges with integrity.
- **Transparent Reporting and Disciplinary Procedures:** The Academy's commitment to establish transparent reporting mechanisms for members to report suspected violations of Academic Integrity. Its disciplinary procedures will be fair, consistent, and conducted with due process, emphasizing rehabilitation and education as integral components of the disciplinary process.

- **Continuous Improvement of Policies:** The Academy acknowledges the dynamic nature of academic environments and pledges to regularly review and improve our academic integrity policies. Input from members of the Academy as well as ongoing assessments of policy effectiveness will guide the Academy's efforts to adapt and enhance its approach to maintaining Academic Integrity.
- **Supportive Learning Environment:** The Academy is dedicated to fostering a supportive learning environment where members feel encouraged to seek guidance and support when facing academic challenges. Open communication channels will be maintained to address concerns, clarify expectations, and provide assistance as needed.
- **Recognition of Positive Behavior:** The Academy is committed to recognizing and celebrating the positive behavior of members who consistently uphold the highest standards of Academic Integrity. Through acknowledgment programs and public recognition, the Academy aims to reinforce the importance of ethical conduct within the Academy community.
- **Collaboration with Stakeholders:** The Academy recognizes the importance of collaboration with Departmental staff, members, and external stakeholders to collectively promote and maintain Academic Integrity. Joint efforts will be undertaken to continuously improve our practices and address emerging challenges in the academic arena.

In upholding these commitments, the Guyana Police Force Academy affirms its dedication to instilling values of integrity, accountability, and professionalism in its members. We believe that by adhering to these principles, our graduates will be well-prepared to serve with honor and distinction in their law enforcement careers.

SCOPE

The Guyana Police Force Academy is committed to maintaining a fair, transparent, and educational approach to upholding Academic Integrity among its members.

- **EDUCATIONAL PROGRAMS:**
 - **Orientation:**
 - New members will undergo a comprehensive orientation program that includes an overview of the Students' Academic Integrity Policy. This session will emphasize the importance of Academic Integrity, the consequences of violations, and the resources available for support.
 - **Workshops and Training:**
 - Regular workshops and training sessions on Academic Integrity will be conducted throughout the academic year. These sessions will cover topics such as plagiarism, proper citation, and ethical decision-making.
- **REPORTING MECHANISMS:**
 - **Confidential Reporting:**
 - Members are encouraged to report suspected violations of Academic Integrity through a confidential reporting mechanism. This may include an online reporting system or a designated reporting officer.
 - **Whistleblower Protection:**
 - Whistleblowers will be protected from retaliation. Any attempt to retaliate against a cadet reporting a violation will be considered a serious offense.
- **VIOLATION INVESTIGATION:**
 - **Preliminary Inquiry:**
 - Upon receiving a report, the Academy will conduct a preliminary inquiry to assess the validity of the allegations. If there is sufficient evidence, a formal investigation will be initiated.
 - **Formal Investigation:**
 - A formal investigation will be conducted by an impartial committee. Members accused of a violation will be afforded the opportunity to present their case and provide any relevant evidence.

- **Disciplinary Action:**
 - Disciplinary actions will be determined based on the severity of the violation. Possible consequences include academic penalties, suspension, or dismissal from the academy. Decisions will be communicated to the members in writing.

- **APPEALS PROCESS:**
 - **Appeal Submission:**
 - Members have the right to appeal disciplinary decisions. Appeals must be submitted in writing within a specified timeframe, detailing the grounds for the appeal and providing supporting documentation.
 - **Appeals Committee:**
 - An appeals committee, separate from the original investigation, will review the appeal. The committee may uphold the original decision, modify the sanctions, or overturn the decision based on the merits of the case.

- **ACADEMIC SUPPORT:**
 - **Support Services:**
 - Members found in violation of Academic Integrity are encouraged to seek academic support services, including tutoring or counseling, to address any underlying issues that may have contributed to the violation.
 - **Educational Programs as Sanctions:**
 - In certain cases, educational programs related to Academic Integrity may be assigned as part of the disciplinary action to reinforce understanding and prevent future violations.

- **RECORDS AND DOCUMENTATION:**
 - **Confidentiality:**

- Records related to Academic Integrity investigations will be treated with utmost confidentiality. Access will be restricted to authorized personnel involved in the investigation.
- **Record Retention:**
 - Records of Academic Integrity violations will be retained for a specified period, in compliance with legal and institutional requirements.
- **REVIEW AND REVISION:**
 - Periodic Review:
 - These procedures will be periodically reviewed to ensure their effectiveness and relevance. Updates will be made as necessary to address emerging challenges or changes in academic standards.
- **COMMUNICATION:**
 - Communication to Members:
 - All procedures and guidelines related to Academic Integrity will be clearly communicated to cadets through various channels, including the Academy's website, orientation materials, and regular announcements.

COMPLIANCE AND ENFORCEMENT

The Guyana Police Force Academies are overseen by the Force Training Officer, Commandant, and Training Inspectors/Supervisors. Instructors are responsible for maintaining the correct instructor-to-student ratio in their classes and exercises. The Police Commissioner and senior administrators are responsible for ensuring the Force adheres to training standards, which may involve allocating resources for staffing and facilities.

REPORTING AND COMMUNICATION

The Academy Commandant is responsible for communicating training regulations, including instructor-to-student ratios, to all personnel and stakeholders. Training Coordinators ensure proper student enrollment and report non-compliance. Instructors inform students about the appropriate ratio for their program and report any concerns. Training Inspectors/Supervisors verify compliance during training sessions and communicate discrepancies. The force Training Officer will communicate policy updates or clarifications regarding training regulations through official channels.

EFFECTIVE DATE

This policy came into effect as of September 11, 2023.

REVIEW PERIOD

A review of this policy will be conducted annually. The review will be conducted by the Training Board. The results of the review will be shared with the relevant stakeholders and necessary changes to the policy will be implemented based on the review.

REVISION DATE

Revised in January 2024.

APPROVAL OF POLICY

This Policy was approved by the Guyana Police Force Executive Leadership Team and the Guyana Police Force Academy Training Board.