

Academic Integrity Response Pack

A fair, evidence-based process for instruction, documentation, conversation, and repair.

ElevateTheNorm.com

By Clay Shumate

THIS PACK INCLUDES

- 1 Preventive instruction checklist
- 2 Fact record
- 3 Student conversation guide
- 4 Repair and reassessment plan

How to use this pack

Students need explicit boundaries, examples, and allowed-help rules before consequences are fair. When something goes wrong, document what can be observed, talk facts first, and build a defensible path back to accurate evidence of learning.

QUICK START

- Before the assignment: name allowed collaboration and AI use, and show examples.
- When a concern comes up: fill out the fact record without guessing at motive.
- Hold the conversation using the guide; facts first.
- Agree on what must be redone, by when, and how standing is restored.

Prevent Before You Police

Fair consequences start with clear boundaries.

■ ASSIGNMENT DESIGN

- ☐ Name which collaboration is allowed.
- ☐ Name whether and how AI tools may be used.
- ☐ Require checkpoints or process evidence.
- ☐ Model citation and paraphrasing with a real example.

■ STUDENT CLARITY

- ☐ Explain what counts as unauthorized help.
- ☐ Show an acceptable and an unacceptable example.
- ☐ State consequences and repair options in advance.
- ☐ Provide a way to ask before submitting.

■ ALLOWED HELP FOR THIS ASSIGNMENT

Help type	Allowed?	Conditions
Classmates		
AI tools		
Family / tutors		
Online sources		

Academic Integrity Fact Record

Document what can be observed. Do not diagnose motive in the record.

Item	Record
Assignment, class, and date	
Observed evidence that raised the concern	
Comparison source or process evidence	
Student explanation in their own words	
Policy consulted and people notified	
Immediate action taken	

Conversation and Repair Plan

The goal is accountability, accurate evidence of learning, and a defensible path back.

What happened? Facts first.

What help or source was used, and where did it enter the work?

What learning can the current submission actually prove?

What must be redone or newly demonstrated?

Deadline	Conditions	Support available	Standing restored?

Need the whole lesson, not just the form?

Everything in this pack is free and stays free. When you need a ready-to-teach lesson, a sub plan you can leave tonight, or a bigger toolkit, it lives in Clay Shumate's TeachersPayTeachers store.

PAIRS WITH THIS PACK

Restorative Conversation Scripts

Behavior follow-up scripts for middle and high school.

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PAIRS WITH THIS PACK

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Two-level think sheets that ask for reasons, not apologies.

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