



## Plagiarism Policy Statement

# “Fostering excellence through authenticity”

We are committed to upholding the highest standards of integrity and academic honesty in all our activities, products and services. We recognise the importance of originality and respect for intellectual property rights, both in the creation of our own content and in the work submitted by our customers. This policy outlines our stance on plagiarism, the measures we have in place to prevent it, and the steps we will take in cases where plagiarism is suspected.

Plagiarism occurs when one presents another person's ideas, words, or creations as their own without proper acknowledgment of the source. This includes, but is not limited to, copying text, images, ideas, or any proprietary material without appropriate citation.

### Prevention and Detection

- **Prevention and Education:** We are dedicated to preventing plagiarism by:
  - Providing clear guidelines to our customers on what constitutes plagiarism.
  - Utilising plagiarism detection tools to review content and ensure the originality of materials.
- **Responsibility and Compliance:** All employees, associates, and customers of HSQE Ltd are expected to comply with this policy, maintaining the highest standards of academic honesty and intellectual integrity.
- **Detection and Monitoring:** We reserve the right to employ advanced plagiarism detection software to monitor the originality of the content submitted by our customers.

### Handling Suspected Plagiarism

- **Initial Assessment:** Upon detecting potential plagiarism, an initial assessment will be conducted to determine the extent and seriousness of the issue.
- **Investigation:** If necessary, a more detailed investigation will be undertaken. The individual suspected of plagiarism will be informed and given an opportunity to respond to the allegations.

- **Consequences:** Depending on the severity of the plagiarism, consequences may include, but are not limited to, rejection of the plagiarised work, termination of the service agreement, and/or legal action in cases of severe or repeated offenses.
- **Appeals Process:** Individuals subject to actions resulting from a violation of this policy may appeal the decision by submitting a written appeal to [support@hsqe.co.uk](mailto:support@hsqe.co.uk) within 7 days of the action.

### Implementation and Monitoring

- **Accountability:** The Managing Director, supported by the Tutor Team, are accountable for the implementation, monitoring and ongoing refinement of this policy.
- **Confidentiality:** All investigations into suspected plagiarism will be conducted confidentially to protect the privacy of all involved parties.
- **Review and Update:** This policy will be regularly reviewed and updated as necessary to ensure it remains effective in combating plagiarism and reflects the latest best practices and legal requirements.

We take plagiarism seriously and are dedicated to fostering an environment of academic honesty and respect for intellectual property. Through this policy, we aim to ensure that all activities, products, services, and customer submissions adhere to the highest standards of originality and integrity.



Original Signed

Date: 24 February 2026

John Constable  
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