



SOUTH POINT HIGH SCHOOL  
An ISO 45001:2018 Certified Institution  
Affiliated to Central Board of Secondary Education

Circular No.26/P&G/2020-21

November 7, 2020

**FOR PARENTS/GUARDIAN OF STUDENTS IN CLASS VII**  
**SUB: USING CHAT IN MS TEAMS**

It needs to be noted that the “Chat” feature of MS Teams should be used by students only for exchanging information related to work set by the school and not for chatting about personal matters or forming private groups. Any student who is found to be a member of a private group formed in MS Teams or chatting with other students/teachers on personal matters may have to face severe consequences which includes disabling of chat features and suspension of Office 365 account.

Principal