



SPECIAL STARS VENTURES

AACC Building, Westlands, Opposite Safaricom Center

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SPECIAL NEEDS HOME SUPPORT EXPERT CONTRACT AGREEMENT FORM

This Agreement is made on this __day of _____, 20__

BETWEEN:

Special Stars Ventures

AND

Special needs home support expert Name: _____

ID/Passport No: _____

Phone Number: _____

Email Address: _____

Address: _____

1. PURPOSE OF AGREEMENT

This agreement outlines the terms and conditions under which the Special needs home support expert will provide homeschooling services to learners with developmental challenges assigned by Special Stars Ventures,

SCOPE OF WORK

The Special needs home support expert agrees to:

- Deliver personalized home-based learning sessions
- Prepare lesson plans tailored to each learner's needs
- Support learners with special needs using appropriate techniques
- Track and report student progress weekly/monthly
- Maintain professionalism when dealing with parents/guardians

2. WORK SCHEDULE

- ***Days of Work: Monday- Saturday***
- ***Hours per Day: 8 hrs***
- ***Location of Teaching: Where assigned by the company***

3. PAYMENT TERMS

- ***Payments shall be made upon submission of attendance and progress reports on monthly basis***
- ***Transport expenditures related to work will be refunded after an evidence of job card signed by the client***
- ***Work related logistics to be rein bust on monthly basis upon approval***

4. RESPONSIBILITIES OF THE COMPANY

Special Stars Ventures agrees to:

- Assign learner to the Special needs home support expert
- Provide necessary guidance/training where applicable

- Ensure timely payment upon fulfillment of duties
- Act as liaison between parents and Special needs home support expert when necessary

5. CONFIDENTIALITY

The Special needs home support expert agrees not to disclose any personal, academic, or medical information of learners to third parties without written consent.

6. CODE OF CONDUCT

The Special needs home support expert shall:

- Maintain professionalism and ethical conduct
- Avoid any form of abuse, discrimination, or negligence
- Respect the child’s dignity and learning pace
- Notify the Company of any concerns immediately
- Not to engage into any payment discussion with the parent/gurdian

7. TERMINATION

This agreement may be terminated by either party with 7–14 days written notice or immediately in cases of misconduct.

8. LIABILITY

The Special needs home support expert agrees to conduct duties responsibly. The Company shall not be liable for incidents due to negligence by the Special needs home support expert.

9. AGREEMENT DURATION

Start Date: _____

ACCEPTANCE

For Special Stars Ventures:

Director: _____ **Signature:** _____

_____ **Date:** ____

Stamp:

Special needs home support expert:

Name: _____ **Signature:** _____

_____ **Date:** ____

