

OFFICE OF THE CHIEF EXECUTIVE OFFICER

✉ 59

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The Gateway to Endless Opportunities

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ENQ: Z. Steenkamp
DATE: 28/07/2026

TEL: 061 290 2425
REF: IFSW26 - Schools

Dear Principal,

**RE: INVITATION TO PARTICIPATE IN INTERNATIONAL FIRE SAFETY WEEK:
7–10 OCTOBER 2026**

1. We are delighted to invite your school to attend and actively participate in the International Fire Safety Week, taking place from **Wednesday, 7 October to Saturday, 10 October 2026**, under the theme *“Building Resilient Communities: Collaborative Strategies for Fire Risk Reduction.”* This open and dynamic event is hosted by the City of Windhoek's Fire Brigade Services and is aimed at raising awareness about fire safety, preparedness, and community resilience.

Venue: Independence Avenue – Parking Area in front of the City of Windhoek (CoW)

2. Fire safety and prevention are vital life skills. With rapid urban development and rising fire risks in both formal and informal areas, it is more important than ever to equip learners with the knowledge and confidence to respond effectively during emergencies. Schools play a crucial role in building this culture of safety from an early age.
We invite your school to be part of this impactful week.

What to Expect

3. Throughout the week, learners will enjoy a series of exciting and informative experiences:
 - **Official opening** ceremony
 - **Public awareness procession** through the city
 - **School-based** art, poetry, songwriting, science/engineering **competitions**
 - **Demonstrations & Simulations** – Learn how to respond to real-life fire scenarios through guided live fire, ambulance, and rescue demonstrations
 - **Fire Safety Talks** – Hear from experts about practical fire prevention techniques
 - **Exhibitions** – Discover the latest tools and innovations in fire safety
 - **Outreach programmes** in high-risk communities
 - **Toughest Firefighter Alive Namibia Competition** – Watch firefighters from all over Namibia compete in intense physical and technical challenges that demonstrate skill, endurance, and teamwork

All official correspondence must be addressed to the Chief Executive Officer

- **Junior Firefighter Activities** – Interactive activities designed to introduce learners to firefighting and emergency response skills in a fun and educational way
- **Basic First Aid Sessions** – Practical sessions teaching essential first aid and emergency response techniques
- **Children’s Activities** – Enjoy engaging entertainment and hands-on learning in a safe environment
- **Market Stalls** – Vendors selling various products
- **Food & Refreshments** – A variety of meals and snacks will be available
- **Children’s Foam Party** — a supervised, fun experience with safety games and educational zones. Details will be shared with schools closer to the event date.
- **Entertainment** – DJ and live performances

Creative Competition

4. We are pleased to include a special competition for learners where prizes can be won. Only 3 entries per school per category:

Category	Topic	Prizes
Pre-school – Grade 1	“Firefighters Help Our Community”	First: N\$500 Second: N\$300 Third: N\$150
Grade 2 – 4	“Stop, Drop and Roll”	First: N\$500 Second: N\$300 Third: N\$150
Grade 5 – 7	“Know Your Equipment”	First: N\$500 Second: N\$300 Third: N\$150
Grade 8 – 10	“Fire Safety Starts with Me”	First: N\$1,000 Second: N\$ 600 Third: N\$ 300
Grade 11 – 12	“Building a Fire-Resilient Community”	First: N\$1,000 Second: N\$ 600 Third: N\$ 300

Application Deadline: 13 August 2026

Submission Deadline: 17 September 2026

5. Please find the competition entry form, guidelines, and draft programme attached. All entries must adhere to the criteria to qualify for prizes.
6. For more information or to confirm your school’s attendance and competition entries, please contact Urivi Mbingeneeko at 0818770533 or Urivi.Mbingeneeko@windhoekcc.org.na.
7. We believe your school’s participation will greatly enrich the event and contribute to fostering safer communities across Windhoek. We look forward to welcoming your learners to this impactful and exciting week of learning, creativity, and community action.

Yours sincerely

Moses Matyavi

CHIEF EXECUTIVE OFFICER

