

September 7, 2018

Dear Fire Chief:

**Re: 2018 Fire Prevention Week Program**

Thank you for participating in the 2018 Fire Prevention Week Program (October 7 to 13, 2018). The 2018 Fire Prevention Week (FPW) theme is “Look. Listen. Learn. Be aware. Fire can happen anywhere”.

**Fire Prevention Week Program Components**

The 2018 Fire Prevention Week Program consists of a fire safety activity booklet (Fire Safety Starts with You) and a Fire Department Implementation Kit (online). The fire safety activity booklet targets children in kindergarten through grade three, and highlights three basic but essential steps to take to reduce the likelihood of having a fire — and how to escape safely in the event of one.

The Fire Department Implementation Kit provides guidance on how to maximize the effectiveness of the Fire Prevention Week Program materials. All materials in the kit are available on the Office of the Fire Commissioner website at:

<http://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/fire-safety/public-education/fire-prevention-week>.

This year’s electronic kit includes:

- A Historical Letter about FPW
- A Fire Department Guide to FPW activities
- Fire Chief for a Day Materials
- FPW iPad Contest Information
- Teacher Lesson Plan
- Teacher Letter
- Family Letter
- School Fire Drill Information
- A Template News Release
- Additional fire prevention information

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## Prizes

This Fire Prevention Week, each child will have the opportunity to be drawn to win one of six iPads. One winner will be drawn from each of the five OFC regions and will be presented with the iPad by the contest sponsors<sup>1</sup>. In addition, First Nations and Band Operated Schools will be encouraged to participate in a separate draw as a sixth region, drawn by First Nations Emergency Services Society. It should be noted, the iPad contest entry form is no longer attached to the “Fire Safety Starts With You” activity booklet. It is provided through the Office of the Fire Commissioner website, and may be printed out and supplied to the schools by the fire department. Completed entry forms should be dropped off at the local fire department by October 26, 2018 and First Nations' Emergency Services Society before November 2, 2018.

Each fire department will draw one entry form by November 2, 2018 and send the form to:

Emergency Management BC  
Office of the Fire Commissioner  
PO Box 9201 Stn. Prov. Gov't.  
Victoria BC V8W 9J1

**Entry forms must be received at the Office of the Fire Commissioner no later than November 9, 2018. The provincial draws will be held November 16, 2018.**

## Fire Prevention Week Evaluation Form

Please take a few minutes to complete the Fire Prevention Week 2018 Evaluation Form included on the Office of the Fire Commissioner website and email or fax it to the Office of the Fire Commissioner at 250-952-4888 by November 23, 2018.

If you require additional information about Fire Prevention Week, please contact the Office of the Fire Commissioner at 1-888-988-9488 or [OFC@gov.bc.ca](mailto:OFC@gov.bc.ca)

Good luck with your Fire Prevention Week activities! Thank you for your continued support of fire and life safety education in British Columbia.

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<sup>1</sup> Fortis BC, Fire Chiefs' Association of BC, Fire Prevention Officers' Association of BC, BC Fire Training Officers Association, First Nations Emergency Services Society and the BC Office of the Fire Commissioner.