KA-Consultants Ltd.
Do you have the drive to learn?
QuickFix
ENGLISH REFERENCE SHEET

BEGINNERS · BG31 · ENTRY 1

Health and Safety: Signs and Rules

Read safety signs and follow simple rules at college and work.

Supports Adult ESOL and Functional Skills English · Entry 1

In this sheet you will

- read safety signs and say what they mean
- give and follow simple rules: Wear gloves. Don't run.
- read a short safety notice at work

Next sheet: BG32 Asking Questions and Making Requests

About this series

Free, practical English worksheets for adult learners, in class or at home. Practise speaking, listening, reading and writing through everyday situations.

Our philosophy

We help you understand, practise and grow in confidence.

Find more sheets for beginners

Scan the QR code, or go to **www.ka-consultants.com/quickfix** and choose Beginners.

Text, design and illustrations © 2026 Keystone Academic Consultants Limited. Free for educational use. Teachers may print and share this worksheet unchanged with learners. Please keep the Keystone attribution and share the link to the original resource.

Updated November 2026

LEARN Safety signs

 fire alarm	 fire extinguisher	 assembly point	 no entry	 no mobile phones
 wash your hands	 wear gloves	 wear a hi-vis vest	 danger: electricity	 danger: hot surface

Signs have shapes. The shape helps you.
Red circle: Don't do this. **Blue circle:** Do this. **Yellow triangle:** Danger!
Green square or rectangle: exit, first aid, assembly point.
Red square or rectangle: fire alarm or fire equipment.
Do: Wash your hands. Wear gloves. **Don't:** Don't run. Don't touch.

LISTEN Listen to the manager. Circle the correct sign name.

Teacher: *the script is in the teacher area. Audio: Quick Fix Listening, BG31.*

1	wear gloves	wash your hands	no entry
2	fire alarm	no mobile phones	assembly point
3	hot surface	wear a hi-vis vest	electricity
4	assembly point	fire extinguisher	no entry

SAY IT Listen and repeat. Then practise with a partner.



Manager Welcome, Joseph. Please wear **a hi-vis vest**.

Joseph OK. Do I need gloves?

Manager Yes. Wear **gloves** in the warehouse.

Joseph Where is the assembly point?

Manager It's in the **car park**.

Sound focus: Stress the important word: **Wear GLOVES. DON'T run.**

Your turn. Point to a sign on page 2. Ask your partner. Your partner answers in a full sentence. Change roles. **What does this sign mean? It means: wash your hands.**

READ Read on your own first. Then answer.

Park Street Warehouse: Safety Rules

Wear a hi-vis vest at all times.

Wear gloves for lifting boxes.

Don't use your mobile phone in the warehouse.

Walk. Don't run.

Fire alarm? Stop work. Leave by the nearest exit. Go to the assembly point in the car park.

Tell your manager about every accident.

1. This text is ☐ a menu ☐ a safety notice ☐ a letter

2. Where is the assembly point? It is in the _____.

3. Who do you tell about an accident? Tell your _____.

4. True or false? Tick.

	True	False
a) You can use your phone in the warehouse.	☐	☐
b) Wear gloves for lifting boxes.	☐	☐
c) You can run in the warehouse.	☐	☐

PRACTISE 1. Look at the signs. Write the rule.

Wear a hi-vis vest. Don't touch. It's hot. Wash your hands.
Don't use your phone.

			
_____	_____	_____	_____

2. Complete the rules. Use the words in the box.

Wear Don't Wash Go

a) _____ your hands.
b) _____ run in the corridor.
c) _____ gloves.
d) _____ to the assembly point.

USE IT Write three safety rules for your college or work. Then tell your partner.

Example: Don't eat in the computer room.

1. _____.
2. _____.
3. _____.

I CAN Tick Yes or Not yet.

I can read safety signs.	Yes	Not yet
I can say and follow simple safety rules.	Yes	Not yet
I can read a safety notice.	Yes	Not yet