

Starting work

1 Complete the text with the words in the box.

casual fire first flexible formal health
strict time

I really like my boss. She's ¹ flexible about the hours we work. We can change the ² _____ of our lunch break as long as we talk to her first. We can also change our holiday dates right up to the last minute. However, she does have a ³ _____ policy about clothes. We have to wear ⁴ _____ clothes at the office. We aren't allowed to wear ⁵ _____ dress, such as jeans. My boss is also careful about ⁶ _____ and safety rules. She makes sure that we have regular ⁷ _____ drills and everyone has to do a ⁸ _____ aid course.

