



## Australian Catholic Bishops Conference - National Count of Attendance

To be held 2 May, 9 May, 16 May and 23 May 2021



### INSTRUCTIONS FOR PARISHES – COMPLETING THE PAPER FORMS

Note: It is easier and quicker to complete the Count of Attendance online using this link:

<http://bit.ly/masscount2021>

1. Before the first weekend of May, make sufficient copies of the Counter's Record Form (at the end of this document) for all Masses and other Sunday Assemblies in all the Parish's Mass Centres for the **FIRST** four weekends of May. 'Other Assembly' means a Liturgy of the Word and/or a Communion Service.
2. Appoint someone to count the attendance at each Mass or other Sunday Assembly, and make sure those people have sufficient copies of the Counter's Record Form.
3. Fill in all the parish details on the first page of the 2021 National Count of Attendance forms.
4. Using the completed Counter's Record Forms, fill in the tables. Use one table for each week.
5. Please try to ensure that the four weekends are consecutive weekends. Do not skip a week. It is important that the count records the ups and downs of attendance, so don't skip a week just because it is 'unusual' for some reason. However, if for some reason you do miss a week, just continue on the following weekend and keep going until you have completed four weekends.
6. There is enough room for up to 14 Masses on a weekend. However, just add extra pages if you need to.
7. On the third and fourth weekends, you are also required to complete some basic demographic information about your Mass attenders. This may be easier for some parishes than others. If you think you'll find it difficult, perhaps be creative in obtaining the information. For example, at the end of each Mass on Weekend 4, you could ask each age group to stand up and count them.
8. Return the form by email or post to the address on the bottom of the form. You may want to keep a copy for your own records.
9. Do not send us the Counter's Record Forms.

Should you have any problems or require assistance, please contact one of the following:

Stephen Reid  
Trudy Dantis

[stephen.reid@catholic.org.au](mailto:stephen.reid@catholic.org.au)  
[trudy.dantis@catholic.org.au](mailto:trudy.dantis@catholic.org.au)

Or by phone on: (02) 6201 9812

## SPECIAL INSTRUCTIONS FOR COMPLETING AGE AND SEX

1. Information about the **Sex** of attenders is asked during Weekend 3. Special Counter's Record Forms have been provided for Weekend 3 to help your counters with this task.
2. Information about the **Age** of attenders is asked during Weekend 4. This may seem like a difficult task, but it really is quite easy. One simple way to obtain this information is described here:
  - Arrange your counters around the church ready for this task. Select one person as an announcer.
  - After Communion or just before the end of each Mass, the announcer will ask each age group to stand up (or raise their hand) in turn.
  - Begin with the smallest group (usually age 0 – 17 years) and work your way up to the largest group. There are only five age groups: 0-17 years, 18-29 years, 30-49 years, 50-69 years and 70 years and over.
  - The counters record the number of people in each age group as they are called out. Special Counter's Record Forms have been provided for Weekend 4 to help your counters with this task.

The entire exercise should not take you more than 5-7 minutes, or at the most 10 minutes for very large parishes. If you think you'll find it difficult, perhaps be creative in obtaining the information.

### 3. For Fortnightly and Monthly Masses and Other assemblies:

- If your fortnightly or monthly Mass or Communion Service is held on Weekend 1 or 2 in May, you do not need to collect any age or sex information.
- If your fortnightly or monthly Mass or Communion Service is held on Weekend 3 in May, please collect the sex information of attenders at this service.
- If your fortnightly or monthly Mass or Communion Service is held on Weekend 4 in May, please collect the age information of attenders at this service.

Should you have any problems or require assistance, please contact one of the following:

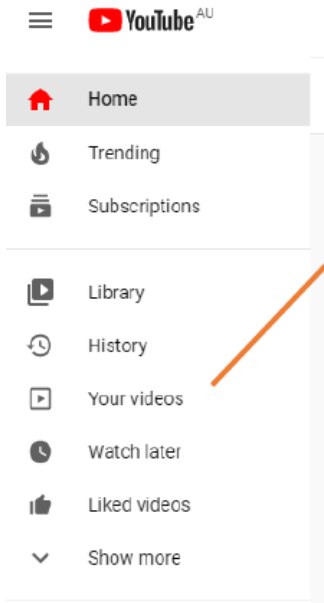
Stephen Reid  
Trudy Dantis

[stephen.reid@catholic.org.au](mailto:stephen.reid@catholic.org.au)  
[trudy.dantis@catholic.org.au](mailto:trudy.dantis@catholic.org.au)

Or by phone on: (02) 6201 9812

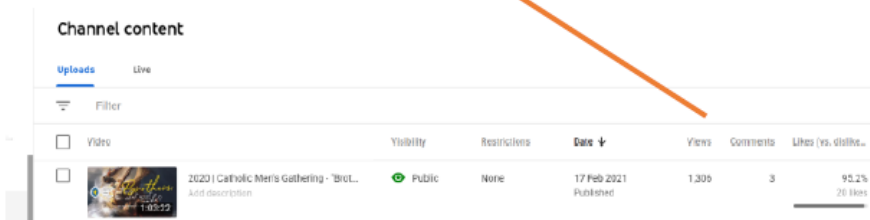
# SPECIAL INSTRUCTIONS FOR COUNTING YOUR ONLINE MASS “VIEWS”

## YouTube



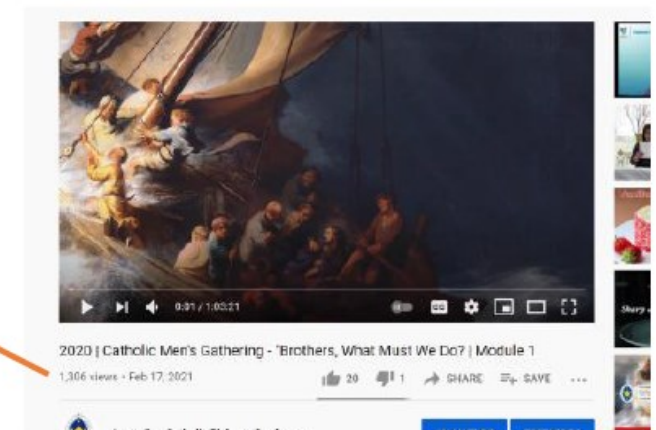
### Method 1:

- Ensure you are logged-in and click ‘Your Videos’ on the YouTube sidebar.
- A list of your videos will appear. You can find views in the fourth column.



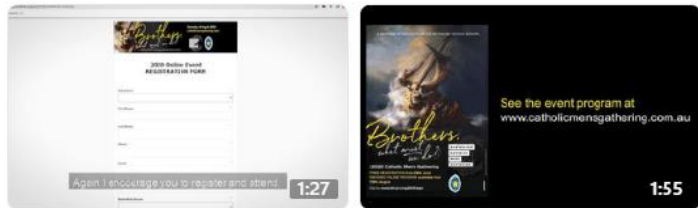
### Method 2:

- Navigate to your video on YouTube.
- Views can be found below the title.



# Facebook

## All Videos



An invitation from Archbishop Fisher to join the Australian Catholic Men's...

27 weeks ago · 413 Views



15

An Invitation from Archbishop Porteous to join the Catholic Men's...

27 weeks ago · 296 Views



20

- If you live streamed the Mass, it should automatically save as a video after.
- Click videos on the topbar (under your cover photo), if available
  - Note: It might be under the 'more' dropdown button
- Your videos will appear. Views are visible under their titles.

## The following is provided as an example of how to complete the paper forms.

**WEEKEND 4 DATE:** *Sunday 23 May 2021*

*Note: 'Other Assembly' (A) means a Liturgy of the Word and/or a Communion Service.*

**Key for Frequency:**  
 Weekly = W                      Fortnightly = F  
 Monthly = M                      Irregular = I

Start time <i>(Write 'V' for Vigil Masses)</i>	Mass (M) or other Assembly (A)?	Where held <i>(Parish church or other Mass centre)</i>	Language of celebration <i>(just leave blank if in English)</i>	Frequency	Attendance <i>(enter only a number)</i>	How many in the different age groups? <i>(This must add to total attendance)</i>					Were there any special events or other circumstances that caused the attendance to be unusually high or low?		
						0-17 years	18-29 years	30-49 years	50-69 years	70 years & over	Yes /No	Reason	If yes, typical attendance
<i>V</i>	<i>M</i>	<i>Parish church</i>		<i>W</i>	<i>231</i>	<i>48</i>	<i>38</i>	<i>80</i>	<i>43</i>	<i>22</i>	<i>Yes</i>	<i>Confirmations</i>	<i>150</i>
<i>9.00am</i>	<i>A</i>	<i>Retirement home</i>		<i>F</i>	<i>18</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>5</i>	<i>13</i>	<i>Yes</i>	<i>Covid restrictions</i>	<i>30</i>
<i>10.30am</i>	<i>M</i>	<i>St Stephen's - Churchville East</i>	<i>Italian</i>	<i>M</i>	<i>42</i>	<i>4</i>	<i>1</i>	<i>4</i>	<i>14</i>	<i>19</i>			
<i>6.00pm</i>	<i>M</i>	<i>Parish church</i>		<i>W</i>	<i>84</i>	<i>17</i>	<i>14</i>	<i>37</i>	<i>11</i>	<i>5</i>	<i>Yes</i>	<i>Youth away on camp</i>	<i>140</i>
Time <i>(if applicable)</i>	M or A	Type of online platform, e.g. YouTube, Facebook	Language of celebration	Frequency	Number of 'views'	<b>← In the rows to the left, please include details of any online Masses provided by the parish during Weekend 4.</b>					If you need assistance in calculating the ages of attenders, please refer to the "Special instructions for counting age and sex" document. Also available at <a href="https://ncpr.catholic.org.au/national-count-of-attendance/">https://ncpr.catholic.org.au/national-count-of-attendance/</a>		
<i>6:00 pm</i>	<i>M</i>	<i>Facebook Live</i>		<i>W</i>	<i>44</i>								



# Australian Catholic Bishops Conference – 2021 National Count of Attendance

To be held 2 May, 9 May, 16 May and 23 May 2021



## PAPER FORM

**NOTE: It is easier and quicker to complete this form online, using this link: <http://bit.ly/masscount2021>**

Diocese: \_\_\_\_\_ Parish name: \_\_\_\_\_ Parish location: \_\_\_\_\_  
*e.g. St Patrick's* *Suburb or town*

### Names and locations of Mass Centres in the parish:

Parish church: \_\_\_\_\_ Location: \_\_\_\_\_  
*e.g. St Patrick's* *e.g. Churchville*

Other Mass Centres: \_\_\_\_\_ Location: \_\_\_\_\_  
*e.g. St Anthony's* *e.g. Churchville East*

\_\_\_\_\_ Location: \_\_\_\_\_  
*e.g. Retirement home* *e.g. Churchville North*

\_\_\_\_\_ Location: \_\_\_\_\_

\_\_\_\_\_ Location: \_\_\_\_\_

Parish website address: \_\_\_\_\_

Name of person responsible for completing these forms: \_\_\_\_\_

Contact number and email address (just in case we need to clarify anything): \_\_\_\_\_

## Australian Catholic Bishops Conference – 2021 National Count of Attendance

**WEEKEND 1 DATE:** \_\_\_\_\_

**Key for Frequency:**  
 Weekly = W                      Fortnightly = F  
 Monthly = M                      Irregular = I

*Note: 'Other Assembly' (A) means a Liturgy of the Word and/or a Communion Service.*

Start time <i>(Write 'V' for Vigil Masses)</i>	Mass (M) or other Assembly (A)?	Where held <i>(Parish church or other Mass centre)</i>	Language of celebration <i>(just leave blank if in English)</i>	Frequency	Attendance <i>(enter only a number)</i>	<i>Were there any special events or other circumstances that caused the attendance to be unusually high or low?</i>		
						Yes/No	Reason	If yes, typical attendance?

*In the following rows, please include details of any online Masses provided by the parish during Weekend 1*

Time <i>(if applicable)</i>	M or A	Type of online platform, e.g. YouTube, Facebook	Language of celebration	Frequency	Number of 'views'

If you need assistance in checking the number of views for a platform, please download and refer to the "Special instructions for counting online Mass "views". Also available at: <https://ncpr.catholic.org.au/national-count-of-attendance/>

## Australian Catholic Bishops Conference – 2021 National Count of Attendance

**WEEKEND 2 DATE:** \_\_\_\_\_

**Key for Frequency:**  
 Weekly = W                      Fortnightly = F  
 Monthly = M                    Irregular = I

*Note: 'Other Assembly' (A) means a Liturgy of the Word and/or a Communion Service.*

Start time <i>(Write 'V' for Vigil Masses)</i>	Mass (M) or other Assembly (A)?	Where held <i>(Parish church or other Mass centre)</i>	Language of celebration <i>(just leave blank if in English)</i>	Frequency	Attendance <i>(enter only a number)</i>	Were there any special events or other circumstances that caused the attendance to be unusually high or low?		
						Yes/No	Reason	If yes, typical attendance?

*In the following rows, please include details of any online Masses provided by the parish during Weekend 2*

Time <i>(if applicable)</i>	M or A	Type of online platform, e.g. YouTube, Facebook	Language of celebration	Frequency	Number of 'views'

If you need assistance in checking the number of views for a platform, please download and refer to the "Special instructions for counting online Mass "views". Also available at: <https://ncpr.catholic.org.au/national-count-of-attendance/>



## Australian Catholic Bishops Conference – 2021 National Count of Attendance

**WEEKEND 3 DATE:** \_\_\_\_\_

**Key for Frequency:**  
 Weekly = W                      Fortnightly = F  
 Monthly = M                      Irregular = I

*Note: 'Other Assembly' (A) means a Liturgy of the Word and/or a Communion Service.*

*Just for this week, please enter the number of females and males for each Mass.*

Start time <i>(Write 'V' for Vigil Masses)</i>	Mass (M) or other Assembly (A)?	Where held <i>(Parish church or other Mass centre)</i>	Language of celebration <i>(just leave blank if in English)</i>	Frequency	Attendance <i>(enter only a number)</i>	<i>How many would be females and males?</i>		<i>Were there any special events or other circumstances that caused the attendance to be unusually high or low?</i>		
						Females	Males	Yes/No	Reason	If yes, typical attendance?

***In the following rows, please include details of any online Masses provided by the parish during Weekend 3***

Time <i>(if applicable)</i>	M or A	Type of online platform, e.g. YouTube, Facebook	Language of celebration	Frequency	Number of 'views'

If you need assistance in calculating the sex of attenders, please refer to the "Special instructions for counting age and sex" document. Also available at <https://ncpr.catholic.org.au/national-count-of-attendance/>

## Australian Catholic Bishops Conference – 2021 National Count of Attendance

**WEEKEND 4 DATE:** \_\_\_\_\_

**Key for Frequency:**  
 Weekly = W                      Fortnightly = F  
 Monthly = M                      Irregular = I

*Note: 'Other Assembly' (A) means a Liturgy of the Word and/or a Communion Service.*

*This week, could you also include the number of attenders in each of the following age groups?*

Start time <i>(Write 'V' for Vigil Masses)</i>	Mass (M) or other Assembly (A)?	Where held <i>(Parish church or other Mass centre)</i>	Language of celebration <i>(just leave blank if in English)</i>	Frequency	Attendance <i>(enter only a number)</i>	How many in the different age groups? <i>(This must add to total attendance)</i>					Were there any special events or other circumstances that caused the attendance to be unusually high or low?			
						0-17 years	18-29 years	30-49 years	50-69 years	70 years & over	Yes/No	Reason	If yes, typical attendance?	
Time <i>(if applicable)</i>	M or A	Type of online platform, e.g. YouTube, Facebook	Language of celebration	Frequency	Number of 'views'	← In the rows to the left, please include details of any online Masses provided by the parish during Weekend 4.					If you need assistance in calculating the ages of attenders, please refer to the "Special instructions for counting age and sex" document. Also available at <a href="https://ncpr.catholic.org.au/national-count-of-attendance/">https://ncpr.catholic.org.au/national-count-of-attendance/</a>			

**Thank you for completing the 2021 National Count of Attendance**

**Please return all six pages of the “Paper Form” (Page 6 to Page 11) to:**

**POST:** Australian Catholic Bishops Conference  
National Centre for Pastoral Research  
GPO Box 368  
Canberra ACT 2601

**EMAIL:** [ncpr@catholic.org.au](mailto:ncpr@catholic.org.au)

**BY FRIDAY 4 JUNE 2021**

**PRINT AND CUT OUT AS MANY OF THESE FORMS AS YOU NEED**

(You don't need to return these completed forms)

<p><b>Australian Catholic Bishops Conference National Attendance Count 2021 Counter's Record Form - Weekends 1 &amp; 2</b></p> <p><b>Date:</b> _____</p> <p><b>Church or centre:</b> _____</p> <p><b>Starting time of Mass or Sunday Assembly:</b> _____</p> <p><b>Language of celebration (if other than English) :</b> _____</p> <p><b>Total number of people in attendance:</b> <input data-bbox="770 708 934 791" type="text"/></p>	<p><b>Australian Catholic Bishops Conference National Attendance Count 2021 Counter's Record Form - Weekends 1 &amp; 2</b></p> <p><b>Date:</b> _____</p> <p><b>Church or centre:</b> _____</p> <p><b>Starting time of Mass or Sunday Assembly:</b> _____</p> <p><b>Language of celebration (if other than English) :</b> _____</p> <p><b>Total number of people in attendance:</b> <input data-bbox="1722 708 1886 791" type="text"/></p>
<p><b>Australian Catholic Bishops Conference National Attendance Count 2021 Counter's Record Form - Weekends 1 &amp; 2</b></p> <p><b>Date:</b> _____</p> <p><b>Church or centre:</b> _____</p> <p><b>Starting time of Mass or Sunday Assembly:</b> _____</p> <p><b>Language of celebration (if other than English) :</b> _____</p> <p><b>Total number of people in attendance:</b> <input data-bbox="770 1332 934 1415" type="text"/></p>	<p><b>Australian Catholic Bishops Conference National Attendance Count 2021 Counter's Record Form - Weekends 1 &amp; 2</b></p> <p><b>Date:</b> _____</p> <p><b>Church or centre:</b> _____</p> <p><b>Starting time of Mass or Sunday Assembly:</b> _____</p> <p><b>Language of celebration (if other than English) :</b> _____</p> <p><b>Total number of people in attendance:</b> <input data-bbox="1722 1332 1886 1415" type="text"/></p>

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**FOR WEEKEND 3 WHEN YOU ARE COUNTING SEX**

**PRINT AND CUT OUT AS MANY OF THESE FORMS AS YOU NEED** (You don't need to return these completed forms)

**Australian Catholic Bishops Conference  
National Attendance Count 2021  
Counter's Record Form - Weekend 3**

Date: \_\_\_\_\_

Church or centre: \_\_\_\_\_

Starting time of Mass or Sunday Assembly: \_\_\_\_\_

Language of celebration  
*(if other than English)*: \_\_\_\_\_

	Males	Females
Total number of people in attendance:	<input style="width: 40px; height: 20px;" type="text"/>	<input style="width: 40px; height: 20px;" type="text"/>

**Australian Catholic Bishops Conference  
National Attendance Count 2021  
Counter's Record Form - Weekend 3**

Date: \_\_\_\_\_

Church or centre: \_\_\_\_\_

Starting time of Mass or Sunday Assembly: \_\_\_\_\_

Language of celebration  
*(if other than English)*: \_\_\_\_\_

	Males	Females
Total number of people in attendance:	<input style="width: 40px; height: 20px;" type="text"/>	<input style="width: 40px; height: 20px;" type="text"/>

**Australian Catholic Bishops Conference  
National Attendance Count 2021  
Counter's Record Form - Weekend 3**

Date: \_\_\_\_\_

Church or centre: \_\_\_\_\_

Starting time of Mass or Sunday Assembly: \_\_\_\_\_

Language of celebration  
*(if other than English)*: \_\_\_\_\_

	Males	Females
Total number of people in attendance:	<input style="width: 40px; height: 20px;" type="text"/>	<input style="width: 40px; height: 20px;" type="text"/>

**Australian Catholic Bishops Conference  
National Attendance Count 2021  
Counter's Record Form - Weekend 3**

Date: \_\_\_\_\_

Church or centre: \_\_\_\_\_

Starting time of Mass or Sunday Assembly: \_\_\_\_\_

Language of celebration  
*(if other than English)*: \_\_\_\_\_

	Males	Females
Total number of people in attendance:	<input style="width: 40px; height: 20px;" type="text"/>	<input style="width: 40px; height: 20px;" type="text"/>

FOR WEEKEND 4 WHEN YOU ARE COUNTING AGE

PRINT AND CUT OUT AS MANY OF THESE FORMS AS YOU NEED (You don't need to return these completed forms)

**Australian Catholic Bishops Conference  
National Attendance Count 2021  
Counter's Record Form - Weekend 4**

**Date:** \_\_\_\_\_

**Church or centre:** \_\_\_\_\_

**Starting time of Mass or Sunday Assembly:** \_\_\_\_\_

**Language of celebration**  
*(if other than English) :* \_\_\_\_\_

**Total number of people in attendance:**

	0-17	18-29	30-49	50-69	70+

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**Australian Catholic Bishops Conference  
National Attendance Count 2021  
Counter's Record Form - Weekend 4**

**Date:** \_\_\_\_\_

**Church or centre:** \_\_\_\_\_

**Starting time of Mass or Sunday Assembly:** \_\_\_\_\_

**Language of celebration**  
*(if other than English) :* \_\_\_\_\_

**Total number of people in attendance:**

	0-17	18-29	30-49	50-69	70+