



Australian Catholic Bishops Conference - National Count of Attendance

To be held 2/3 May, 9/10 May, 16/17 May and 23/24 May 2026



INSTRUCTIONS FOR PARISHES – COMPLETING ONLINE

Please contact the NCPA if you need the link to the survey.

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 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 Assembly, and make sure those people have sufficient copies of the Counter's Record Form.
3. After each weekend, click on the URL link provided by the NCPA. Following the instructions, complete the details for each week.
4. The portal works on most popular browsers (e.g. Chrome, Edge, Safari, Firefox) and is best viewed on a computer, laptop, tablet or other large screen device.
5. **IMPORTANT NOTE: Please use the same computer or device for entering data each week. (This allows you to exit at any time and return the following week to where you left off without having to re-enter data.)**
6. Where you have responsibility for more than one parish, enter the four weeks of data for the first parish and submit before then entering the four weeks of data for any other parishes. (This is because you must complete all four weeks before you can select another parish.)
7. There are some examples of completed tables in the online forms – just scroll down on each page to find them.
8. There is enough room for up to 14 Masses on a weekend. However, if you have more, complete all four weekends for the 14 Masses and submit, then go through the process again for the remaining Masses.
9. 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 weeks.
10. You will also be asked to provide information about the rite of celebration for each Mass that you list, e.g., Latin rite, Chaldean rite, Syriac rite.
11. During Weekend 3, you will be required to provide information about the sex of Mass attenders. During Weekend 4, you will be required to provide information about the ages of your Mass attenders. Please refer to the 'Special Instructions' about age and sex to help you complete these sections.
12. After you have submitted your counts (after Weekend 4), you will have the option to download a PDF of your responses. If your downloaded PDF is not clear, let us know and we can resend it to you.
13. Please note that the portal will close on **Sunday, 28 June 2026**.
14. 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 stephen.reid@catholic.org.au

Trudy Dantis 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:

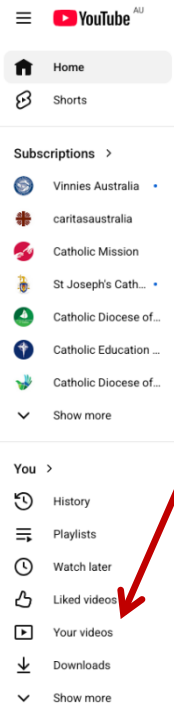
Stephen Reid
Trudy Dantis

stephen.reid@catholic.org.au
trudy.dantis@catholic.org.au

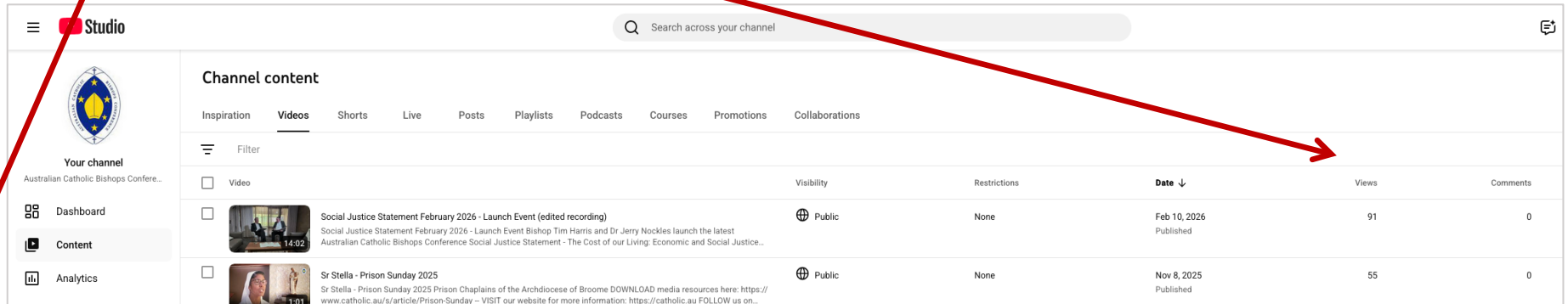
Or by phone on: (02) 6201 9812

SPECIAL INSTRUCTIONS FOR COUNTING YOUR ONLINE MASS 'VIEWS'

YouTube



Ensure you are logged-in and click **'Your Videos'** on the YouTube sidebar. It will open YouTube Studio, and a list of your videos will appear. You can find **'Views'** in the fourth column.

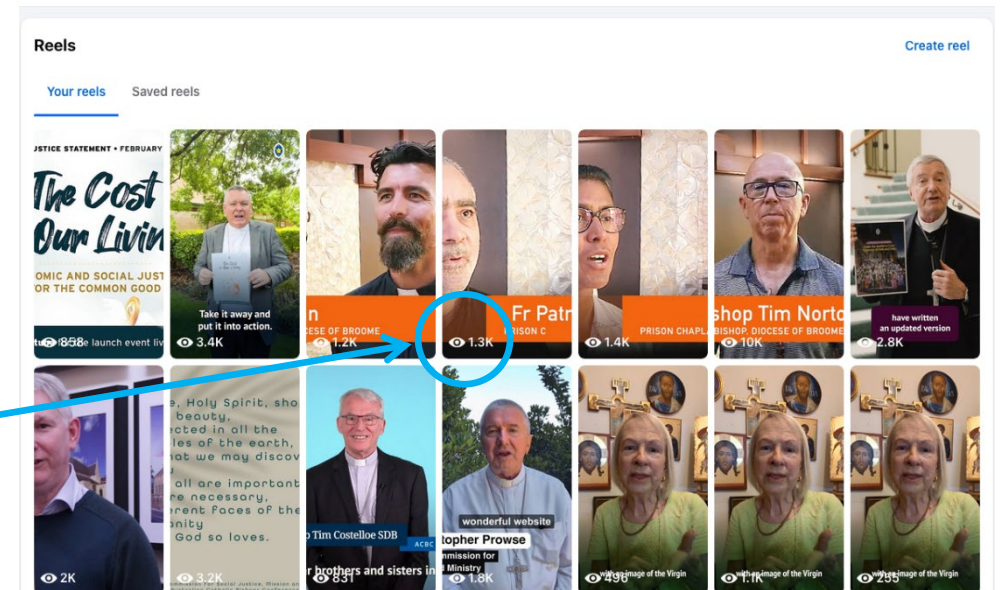


Facebook

If you live-streamed the Mass, it should automatically save as a video.

Click **'Reels'** on the top bar (under your profile picture in the top left-hand corner). It may be under the **'More'** dropdown button.

Find the video. The number of views is usually displayed in bottom left corner of the video.



PRINT AND CUT OUT AS MANY FORMS AS YOU NEED

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

x
⋮

Australian Catholic Bishops Conference National Count of Attendance 2026 Counter's Record Form – Weekends 1 & 2	Australian Catholic Bishops Conference National Count of Attendance 2026 Counter's Record Form – Weekends 1 & 2
Date: _____	Date: _____
Church or centre: _____	Church or centre: _____
Type of Mass or Other Assembly: <i>(e.g. Mass – Latin rite, Other assembly - Liturgy of the Word, Mass - Syriac rite)</i> _____	Type of Mass or Other Assembly: <i>(e.g. Mass – Latin rite, Other assembly - Liturgy of the Word, Mass - Syriac rite)</i> _____
Starting time of Mass or Other Assembly: _____	Starting time of Mass or Other Assembly: _____
Language of celebration: _____	Language of celebration: _____
<i>(if other than English)</i>	<i>(if other than English)</i>
Total number of people in attendance: <div data-bbox="801 1220 1052 1385" style="border: 1px solid black; width: 112px; height: 103px; margin: 0 auto;"></div>	Total number of people in attendance: <div data-bbox="1599 1220 1850 1385" style="border: 1px solid black; width: 112px; height: 103px; margin: 0 auto;"></div>

FOR WEEKEND 3 WHEN YOU ARE COUNTING SEX

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

✕
⋮

Australian Catholic Bishops Conference National Count of Attendance 2026 Counter's Record Form – Weekend 3	Australian Catholic Bishops Conference National Count of Attendance 2026 Counter's Record Form – Weekend 3												
Date: _____	Date: _____												
Church or centre: _____	Church or centre: _____												
Type of Mass or Other Assembly: <i>(e.g. Mass – Latin rite, Other assembly - Liturgy of the Word, Mass - Syriac rite)</i> _____	Type of Mass or Other Assembly: <i>(e.g. Mass – Latin rite, Other assembly - Liturgy of the Word, Mass - Syriac rite)</i> _____												
Starting time of Mass or Other Assembly: _____	Starting time of Mass or Other Assembly: _____												
Language of celebration: _____ <i>(if other than English)</i>	Language of celebration: _____ <i>(if other than English)</i>												
Total number of people in attendance: <table border="1" data-bbox="407 1248 1048 1417"><tr><td data-bbox="407 1248 658 1417"></td><td data-bbox="730 1200 887 1232">Males</td><td data-bbox="891 1200 1048 1232">Females</td></tr><tr><td data-bbox="407 1248 658 1417"></td><td data-bbox="730 1248 887 1417"></td><td data-bbox="891 1248 1048 1417"></td></tr></table>		Males	Females				Total number of people in attendance: <table border="1" data-bbox="1205 1248 1845 1417"><tr><td data-bbox="1205 1248 1456 1417"></td><td data-bbox="1563 1200 1720 1232">Males</td><td data-bbox="1724 1200 1881 1232">Females</td></tr><tr><td data-bbox="1205 1248 1456 1417"></td><td data-bbox="1563 1248 1720 1417"></td><td data-bbox="1724 1248 1881 1417"></td></tr></table>		Males	Females			
	Males	Females											
	Males	Females											

FOR WEEKEND 4 WHEN YOU ARE COUNTING AGE

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

✕
⋮

Australian Catholic Bishops Conference
National Count of Attendance 2026
Counter's Record Form – Weekend 4

Date: _____

Church or centre:

Type of Mass or Other Assembly:
(e.g. Mass – Latin rite, Other assembly - Liturgy of the Word, Mass - Syriac rite)

Starting time of Mass or Other Assembly:

Language of celebration:

(if other than English)

Total number of people in attendance:

Ages:

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

Australian Catholic Bishops Conference
National Count of Attendance 2026
Counter's Record Form – Weekend 4

Date: _____

Church or centre:

Type of Mass or Other Assembly:
(e.g. Mass – Latin rite, Other assembly - Liturgy of the Word, Mass - Syriac rite)

Starting time of Mass or Other Assembly:

Language of celebration:

(if other than English)

Total number of people in attendance:

Ages:

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