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1971 CENSUS — ENGLAND

P Form For Making A Personal Return

Please complete this form and have it ready for collection as early as possible on the morning of Monday, 26th April.

If you wish, you may put the completed form in a sealed envelope for delivery to the enumerator. An envelope for this purpose can be obtained from the person who gave you this form.

The information you give on this form will be treated as CONFIDENTIAL and used only for compiling statistics. No information about named individuals will be passed by the Census Office to any other Government Department or any other authority or person. If anyone in the census organisation improperly discloses information you provide, he will be liable to prosecution. The person to whom you hand this form for delivery to the enumerator is also prohibited (under a penalty of up to £50) from improperly using or disclosing the information you provide.

PLEASE TAKE NOTE

You have a legal obligation to complete this form and there is a penalty of up to £50 for refusing to do so or for giving false information.

MICHAEL REED
Director and
Registrar General

Office of Population Censuses
and Surveys,
Titchfield,
Fareham, Hants.

NOTES ON QUESTIONS

7 Job last week

A job means any work for payment or profit. In particular it includes:

- (a) work on your own account
- (b) part-time work, even if only for a few hours, such as jobbing gardening or paid domestic work
- (c) casual or temporary work of any kind (for example seasonal work, week-end work and vacation work by students)
- (d) unpaid work in a family business, for example, a shop or farm.

Unpaid work, other than in a family business, does not count as a job.

8 Students

You do not count as a full-time student if you are:

- (a) on day release from work to attend school or college
- (b) attending night school only
- (c) attending an educational establishment provided by employers, such as an apprenticeship school.

FOR ENUMERATOR'S USE			
C.D. No.	E.D. No.	Form.No.	Serial No.

TO BE COMPLETED BY THE MANAGER, OFFICER OR PERSON IN CHARGE OF THE PREMISES (OR VESSEL)
Name of premises (or vessel)

Where boxes are provided answer by putting a tick in the box against the answer which applies. For example, if the answer is 'YES': YES NO.

PLEASE WRITE IN INK OR BALLPOINT PEN

<p>1 Write your name and surname.</p> <p><i>For a baby who has not yet been given a name write "BABY" and the surname.</i></p>	<p>2 Write your date of birth.</p> <p>Day Month Year</p>	<p>3 Write your sex.</p> <p>(M for male, F for female).</p>	<p>4 If you usually live here, write 'HERE'. If not, write your usual address.</p> <p><i>If you are a boarder write 'HERE' only if you consider this your usual address. If you are a student or school child who is away from home during term time give your home address. If you have no settled address write 'NONE'. BLOCK CAPITALS PLEASE</i></p>	<p>5 What is your position in this establishment?</p> <p>For example write 'Guest', 'Patient', 'Staff', 'Student', 'Boarder', 'Crew', 'Passenger'.</p>	<p>6 Write 'SINGLE', 'MARRIED', 'WIDOWED' or 'DIVORCED' as appropriate.</p>	<p>7 Did you have a job last week (the week ended 24th April 1971)? (see note 7)</p> <p>Tick box 1 if you had a job even if it was only part-time or if you were temporarily away from work, on holiday, sick, on strike, or laid off. If you did not have a job tick whichever of boxes 2, 3, 4 or 5 is appropriate; if box 5 is ticked state the reason: for example, 'Housewife', 'Student', 'Permanently sick'.</p> <p><i>This question need not be answered for children under 15 years of age.</i></p>	<p>8 Will you be a student attending full-time at an educational establishment during the term starting April/May 1971? (see note 8)</p> <p><i>This question need not be answered for children under 15 years of age.</i></p>

SPECIMEN

<p>10 Write the country of birth of:</p> <p>a your father</p> <p>b your mother</p> <p><i>This question should be answered even if your father or mother is no longer alive. (If country not known, write 'NOT KNOWN'.)</i></p> <p><i>Give the name by which the country is known today.</i></p>	<p>11 Was your usual address one year ago (on 25th April 1970) the same as that shown by the answer to question 4?</p> <p>Write 'YES' or 'NO'.</p> <p>If no, write also your usual address on 25th April 1970.</p> <p><i>For a child now under one year of age, write 'UNDER ONE'. BLOCK CAPITALS PLEASE</i></p>	<p>12 Was your usual address five years ago (on 25th April 1966) the same as that shown by the answer to question 11?</p> <p>Write 'YES' or 'NO'.</p> <p>If no, write also your usual address on 25th April 1966.</p> <p><i>For a child now under five years of age, write 'UNDER FIVE'. BLOCK CAPITALS PLEASE</i></p>

PLEASE TURN OVER →

The remaining questions (13-24) do not apply to children under 15 years of age. If you are an overseas visitor (that is, if you normally reside overseas, are not working or seeking work in England, Scotland or Wales and are visiting this country for less than 1 month) you need not answer these questions. If you are over 70 see special note * below.

13 Have you obtained any of the following? G.C.E. 'A' level Higher School Certificate (HSC) Higher grade of Scottish Certificate of Education (SCE) Higher grade of Scottish Leaving Certificate (SLC) Ordinary National Certificate (ONC) Ordinary National Diploma (OND)	14 Have you obtained any of the following qualifications since reaching the age of 18? a H.N.C. or H.N.D. b Nursing qualifications c Teaching qualifications d Degrees, diplomas or other educational qualifications e Graduate or corporate membership of professional institutions f Any other professional or vocational qualifications If so, give full details of all such qualifications in the order in which they were obtained, even if not relevant to your present job or if you are not working. If none, write 'NONE'.	Answer questions 15-17 in respect of your main employment last week, or of your most recent job if you are retired or out of work. If you have never had a job or if you are a housewife who did not have a job last week write 'NONE' at 15.														
		1 <input type="checkbox"/> GCE 'A' level or HSC 2 <input type="checkbox"/> SCE higher or SLC higher 3 <input type="checkbox"/> ONC or OND 4 <input type="checkbox"/> None of these	<table border="1"> <thead> <tr> <th>Qualification</th> <th>Major Subject or Subjects</th> <th>Awarding Institution</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> </tbody> </table>	Qualification	Major Subject or Subjects	Awarding Institution										15 What was the name and business of your employer (if self-employed, the name and nature of your business)? (see note 15) Give the trading name if one was used.
Qualification	Major Subject or Subjects	Awarding Institution														
		a Name of business b Nature of business	a Occupation b Description of work	1 <input type="checkbox"/> An employee 2 <input type="checkbox"/> Self-employed employing others (see note 17) 3 <input type="checkbox"/> Self-employed without employees												

Questions 18-22 apply if you had a job last week. If you had more than one job these questions apply to your main employment last week.

18 If you are an apprentice or trainee, write 'Apprentice', 'Articled clerk', 'Articled pupil', 'Student apprentice', 'Graduate apprentice', 'Management trainee', 'Trainee technician' or 'Trainee craftsman' as appropriate. (see note 18)	19 How many hours per week do you usually work in this job? Exclude overtime and meal breaks.	20 What is the full address of your place of work? (see note 20) If the work is carried on mainly at home write 'AT HOME'. BLOCK CAPITALS PLEASE	21 What means of transport do you normally use for the longest part, by distance, of your daily journey to work? (see note 21) If you walk to work, or work mainly at home, write 'NONE'.	22 Was your occupation one year ago the same as last week? If so, write 'SAME'. If not, give details of your occupation one year ago. (see note 16)	23 Enter the month and year of birth of each child born to you, by age; include any who have since died. If none, write 'NONE'. If you have been married more than once give the dates of each of your marriages.	24 a Write (a) the month and year of marriage (your first marriage if married more than once). b If your first marriage has ended (by your husband's death or by divorce) write at (b) the month and year when it ended. If not ended, write 'NOT ENDED'.

Questions 23-24 apply if you are a woman aged under 60 who is married, widowed or divorced.

DECLARATION TO BE MADE BY THE PERSON COMPLETING THE FORM

I declare that this form is correctly completed to the best of my knowledge and belief.

Signature

Date

***Persons over 70**

If you are over 70 and retired you need not answer any questions on this page except 15-17 (which refer to the last job you had).

But if you had a job last week all questions 13-22 should be answered.

15 Employer's name and business

Describe the business fully and try to avoid abbreviations or initials. General terms such as 'manufacturer', 'merchant', 'agent', 'broker', 'factor', 'dealer', 'engineering', are not enough by themselves and further details should be given about the articles manufactured or dealt in.

If you are a civil servant, local government officer or other public official give the name of the Government department, local authority or public body and the branch in which you are employed.

If you are employed solely in private domestic service write 'PRIVATE' in answer to this question.

If you are a member of Armed Forces see special note †.

16 Occupation

Full and precise details of occupation are required. If your job is known in your trade or industry by a special name use that name.

Terms such as 'scientist', 'technician', 'engineer', 'machinist', 'fitter', 'foreman', 'checker' should not be used by themselves. Greater detail is required as for example:—
woodworking machinist, civil engineer, toolroom foreman.

If you are a civil servant, local government officer or other public official give your rank or grade.

17 Self-employed

'Self-employed, employing others' means that you have one or more employees other than family workers. A 'family worker' is one who lives in the same household as the employer and is related to him.

18 Apprentices, etc.

Answer this question only if you are undergoing training for a period fixed in advance and leading to recognition as a skilled worker or technician, or to a recognised technical, commercial or professional qualification or managerial post.

Do not answer this question if you are undergoing probationary training and have not yet entered into formal apprenticeship.

20 Place of work

If you do not work regularly at one place or if you travel during the course of your work (for example, sales representatives, seamen and some building and transport workers):

either (a) give the address at which you report daily (for example your depot):
or (b) if you do not report daily to a fixed address write 'NO FIXED PLACE'.

If you are a building worker employed on a site for a long period give the address of the site.

If you are a dock worker give the name and address of the dock or wharf at which you are usually employed.

21 Means of transport

If you use different means of transport on different days give the means used most often.

Do not use terms such as 'public transport' or 'private transport' but give the actual means used, for example, 'train', 'bus', 'car', 'bicycle'.

†Members of Armed Forces

At 15 give arm and branch of service.

At 16 give rank or rating only.

You need not answer questions 17, 18, 19 or 22.