

census 2021

Guidance notes for Homecarers in Warwickshire

Did you know that the next census takes place on 21st March?

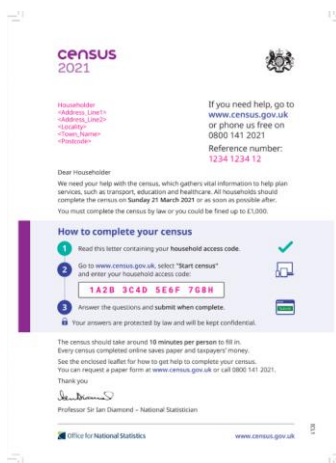
The census occurs every 10 years. It is compulsory for every household to complete the census, but there is lots of support available. The 2021 census is the first to be completed primarily online although some people will receive a paper form. Everyone can request a paper form if preferred.

Have you received a postcard about the census on the 21st March?



This card will arrive week during commencing 22nd February and gives advanced notice about the census.

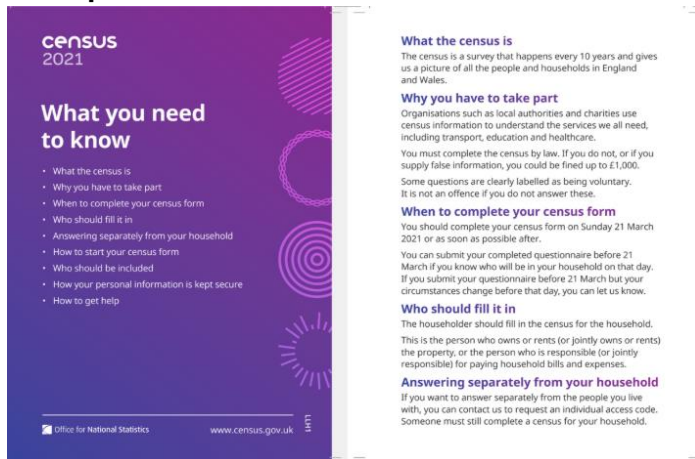
Did your postcard give you an access code to complete the census online?



This card will arrive during the week commencing 8th March and gives a code that enables people to complete the census online. It is possible to ring the helpline to request a paper form at this stage.

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Did you know that you can complete the census online on a computer, tablet or smartphone?



What the census is

The census is a survey that happens every 10 years and gives us a picture of all the people and households in England and Wales.

Why you have to take part

Organisations such as local authorities and charities use census information to understand the services we all need, including transport, education and healthcare.

You must complete the census by law. If you do not, or if you supply false information, you could be fined up to £1,000.

Some questions are clearly labelled as being voluntary. It is not an offence if you do not answer these.

When to complete your census form

You should complete your census form on Sunday 21 March 2021 or as soon as possible after.

You can submit your completed questionnaire before 21 March if you know who will be in your household on that day. If you submit your questionnaire before 21 March but your circumstances change before that day, you can let us know.

Who should fill it in

The householder should fill in the census for the household. This is the person who owns or rents (or jointly owns or rents) the property, or the person who is responsible (or jointly responsible) for paying household bills and expenses.

Answering separately from your household

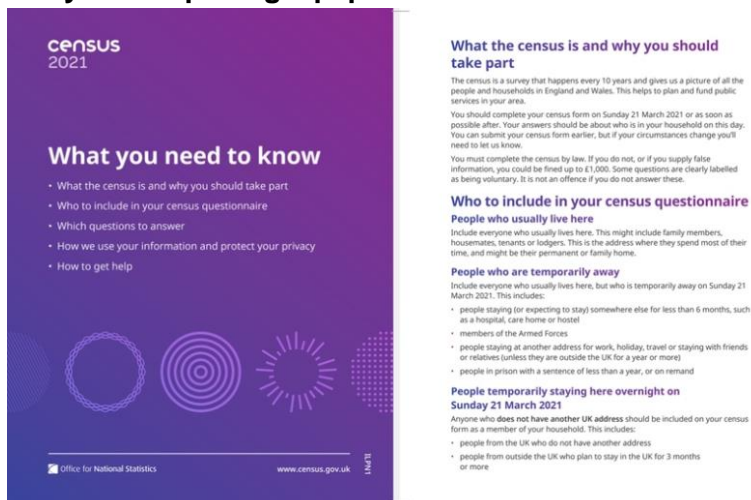
If you want to answer separately from the people you live with, you can contact us to request an individual access code. Someone must still complete a census for your household.

If you are completing the census online you will receive a guide that includes contact numbers for help. It is quicker to complete the census online as you are not asked to read through questions that are not relevant to you.

Would you prefer to complete the census on a paper form?

When you start to receive the postcards you can request a paper form from the Contact Centre telephone number. You may also live in an area that will receive a paper form due to a poor internet signal.

Are you completing a paper census form?



What the census is and why you should take part

The census is a survey that happens every 10 years and gives us a picture of all the people and households in England and Wales. This helps to plan and fund public services in your area.

You should complete your census form on Sunday 21 March 2021 or as soon as possible after. Your answers should be about who is in your household on this day. You can submit your census form earlier, but if your circumstances change you'll need to let us know.

You must complete the census by law. If you do not, or if you supply false information, you could be fined up to £1,000. Some questions are clearly labelled as being voluntary. It is not an offence if you do not answer these.

Who to include in your census questionnaire

People who usually live here

Include everyone who usually lives here. This might include family members, housemates, tenants or lodgers. This is the address where they spend most of their time, and might be their permanent or family home.

People who are temporarily away

Include everyone who usually lives here, but who is temporarily away on Sunday 21 March 2021. This includes:

- people staying (or expecting to stay) somewhere else for less than 6 months, such as a hospital, care home or hostel
- members of the Armed Forces
- people staying at another address for work, holiday, travel or staying with friends or relatives (unless they are outside the UK for a year or more)
- people in prison with a sentence of less than a year, or on remand

People temporarily staying here overnight on Sunday 21 March 2021

Anyone who does not have another UK address should be included on your census form as a member of your household. This includes:

- people from the UK who do not have another address
- people from outside the UK who plan to stay in the UK for 3 months or more

There is a booklet to explain how to complete the census form and information about how you can receive help.

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Did you know that there is a telephone helpline to answer questions about the census?

A telephone number will be available from 1st March

Would you like to complete the census by telephone

You can complete the census by telephone by contacting the contact centre

Did you know that you can book an appointment at a Census Support Centre to get some help?

You will be able to complete your online census in 2 Census Support Centres in Warwickshire in: Henley in Arden (On the Grounds of Henley in Arden School, Stratford Road, Henley in Arden, B95 6AF) and at the Brunswick Hub (Brunswick Hub (BHLC) 98-100 Shrubland Street, Leamington Spa, CV31 3BD). You will have to make an appointment to go there.

If you need some help do you think a member of your family or a friend could help?

In trials in 2019 children were able to help their grandparents complete the census online using their smartphones. If you provide your access code to a member of your family or a close friend they could complete the census online for you.

Were you unable to complete the census on 21st March?

Don't worry, the census team will contact you to provide a few extra days for completion.

If your client has sight loss.

Large print instructions are available on the Census 2021 website. The telephone helpline will provide telephone capture of answers. The Census Support Centres will help you complete the census.

If your client has impaired hearing.

There are sign language videos and easy read booklets available on the Census 2021 website call centres will have a text relay service. The Census 2021 website will provide a Webchat facility.

Due to Government advice regarding Covid 19 it may be necessary to update this information before 21st March

For further information go to [Census 2021](#)

Or contact: Sally Bannister, Census Engagement Manager for South Warwickshire sally.bannister68@field.census.gov.uk