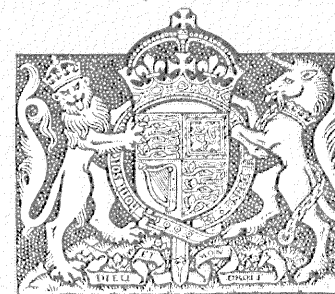


INSTRUCTIONS

Fold this page back for guidance while filling up Columns B, C and Panel T.



E

CENSUS, ENGLAND, 1951

SCHEDULE

Prescribed by Regulations under the Census Act, 1920, as the form to be used in England (excluding Monmouth), for the purpose of returns in respect of (a) Private Households, (b) Hotels, Clubs, Boarding-houses or Common or other Lodging Houses, and (c) Other persons in respect of whom no other form of schedule is prescribed.

Relationship. Column B.

1. **Visitors.** Anyone who has a more usual residence elsewhere should be described as "Visitor", whether related to the Head of the Household or not.

2. **Residents.** Persons enumerated at a hotel, club, hostel, boarding-house, etc., at which they have a settled residence without a more usual place of residence elsewhere, should be described as "Resident" or "Boarder", not as "Visitor".

Usual Residence. Column C.

3. **Visitors from abroad,** unless they have a settled residence in this country, should give their full postal address in the country overseas where they normally reside.

4. **Hotels, Boarding-Houses, etc.** For persons enumerated at a hotel, club, hostel, boarding-house, etc., at which they have a settled residence without a more usual place of residence elsewhere, write "Here".

5. **Resident Staff, etc., who "live in".** The private house, boarding-house, or other premises where they live in should be regarded as their usual residence. If enumerated at their living-in premises, write "Here". If enumerated elsewhere, their living-in address should be given as their usual residence.

6. **Scholars, Students, Undergraduates, etc.,** of a residential school, college or university, if enumerated at home, should give the address of the boarding school or college at which they usually reside during term. University students who reside during term in lodgings in the university town should regard such lodgings as their usual residence for this purpose.

7. **Members of His Majesty's Forces on leave** should give the name and address of their barracks, quarters, station or shore establishment.

For instructions on Columns N-R see numbers 13 to 23 on the page behind Columns A, B and C.

Household Arrangements: Panel T.

8. **Piped water supply within the house** means water laid on either from the mains or from a storage tank, if the tap can be reached without leaving the shelter of the building or an attached covered structure. It does **not** include a tap in the open yard or a public standpipe.

9. **Cooking Stove or Range** means any cooking stove, kitchen range, or other fixed grate using gas, electricity or any other fuel, provided there is an oven. One or more gas-rings, hot-plates or portable electric ovens are not by themselves enough to be called a cooking stove or range.

10. **Kitchen Sink** means a sink inside the building, whether in a kitchen or not, with a drain pipe leading outside the building, and normally used for washing up, etc. It need not have water piped to it. It does **not** include a wash basin designed for personal toilet.

11. **Watercloset** here means a watercloset flushed by water, either from a cistern or by hand, and emptying into a main sewer, septic tank or cesspool. It does **not** include a chemical closet or earth closet.

12. **Fixed Bath** means a bath permanently installed and connected with a waste pipe leading outside the building. It does not matter for this purpose whether there is water piped to it, or whether the room where it is installed is used only as a bathroom or not.

EXAMPLE

For a household with the exclusive use of a gas cooker, a kitchen sink without a tap, and a watercloset, but drawing water from an inside tap used also by another household, and having no fixed bath, the entries would be:—

Piped water supply within the house	Cooking Stove or Range	Kitchen Sink	Water Closet	Fixed Bath
S	E	E	E	None

This space to be filled up by the Enumerator.		
No. of Registration District	No. of Registration Sub-District	No. of Enumeration District
Name of householder or other person responsible for making the return		
Postal Address		

NOTICE

1. The Head, or person acting as Head, of a private Household is required by law to make a return in this form in respect of all persons (members of the household, including visitors, employees and boarders) who are present at midnight on the night of Sunday, 8th April, 1951, in the dwelling, and all persons who arrive at the dwelling and join the household on Monday, 9th April, 1951, before the collection of the schedule, and who have not been enumerated elsewhere.

Note.—Any one or more persons separately occupying a house or part of a house, flat, apartment, etc., will be regarded as a separate household for Census purposes. Persons who board with a household will be regarded as part of the household with which they board.

2. The manager or other person in charge of a hotel, club, hostel, boarding-house or common or other lodging house is required by law to make a return in this form in respect of all persons who are to be regarded as residents or members of the establishment for Census purposes, namely, all who are present at midnight on the night of Sunday, 8th April, 1951, in the establishment, and all persons who join the establishment on Monday, 9th April, 1951, before the collection of the schedule, and who have not been enumerated elsewhere.

3. Every such person is required by law to give to the person responsible for making the return such information as may be necessary to enable the return to be made. No use may, however, be made of such information by the person to whom it is given except for the purpose of making the return.

4. A person who has applied in the prescribed manner to make a separate confidential return will not be liable to give information to the Head or the Manager; and in such case the person responsible for making the return will only be liable to include in his return in respect of that person the particulars required in Columns A and B within.

5. **The schedule will be called for on MONDAY, 9th APRIL, by the appointed enumerator; in order that he may not be delayed it must be ready with the answers written in the proper columns early on the morning of that day. If the answers appear to be incomplete or inaccurate, the enumerator must ask any questions necessary to enable him to correct the schedule.**

6. The person responsible for making the return may, if unable to deliver the schedule to the enumerator personally, arrange for some other person to do so on his behalf. If desired, the schedule may be handed to the enumerator under cover.

7. If any person whose duty it is to make a return or to give information refuses to do so, or wilfully gives false information, or uses otherwise than for the purpose of making the return any information given him for that purpose, he will be liable to a fine not exceeding **Ten Pounds**.

8. **The contents of the schedule are strictly confidential.**

EXAMPLES OF COMPLETED SCHEDULES

NAME AND SURNAME	RELATIONSHIP TO HEAD OF HOUSEHOLD	USUAL RESIDENCE	SEX	AGE	PARTICULARS AS TO MARRIAGE			BIRTHPLACE	NATIONALITY	EDUCATION	PERSONAL OCCUPATION	EMPLOYER AND EMPLOYER'S BUSINESS	PLACE OF WORK			
					F	M	Yr.									
A	B	C	D	E	F	G	H	K	L	M	N	O	P	Q	R	S
1st Example																
1. James Watt	Head	Here	M	52	4	Married	(a) --- (b) ---	Devon	Wiltshire	15	(a) Farmer (b) Shop Assistant (Grocery Dept.)	(a) Own Account Dairy Farming (b) Dominion Stores	At home			
2. Pamela Watt	Wife	Here	F	51	3	Married	(a) --- (b) ---	Devon	Buckfastleigh	14	(a) Shop Assistant (Grocery Dept.) (b) Part-time	(a) Dominion Stores (b) Department Stores	104, River Walk, Totnes, Devon.			
3. Sarah P. Watt	Daughter	Here	F	20	1	Single	(a) --- (b) ---	Devon	Wiltshire	14	(a) Dairy Maid (b) Unpaid	(a) J. Watt (b) Dairy Farming	At home			
4. Sarah Watt	Mother	Here	F	75	2	Widow	(a) --- (b) ---	Devon	Wiltshire	---	(a) Home Duties (b) ---	(a) --- (b) ---	At home			
5. Jane G. Ellis	Visitor	3, River Street, Bath	F	33	4	Married	(a) July 1934 (b) None	Devon	Exeter	18	(a) Higher Executive Officer (re-engaged) (b) ---	(a) Ministry of Reconstruction (b) ---	165, Broad Avenue, Bath, Somerset.			
2nd Example																
1. John D. Smith	Head	Here	M	50	6	Married	(a) --- (b) ---	Warwickshire	Birmingham	23	(a) Managing Director (b) ---	(a) Hercules Insurance Co. Ltd. (b) ---	Hercules House, Cheapside, E.C.2.			
2. Jeanne M. de L. Smith	Wife	Here	F	42	9	Married	(a) June 1934 (b) Sept. 1928	France	Paris	---	(a) Home Duties (b) ---	(a) --- (b) ---	At home.			
3. Ann K. Smith	Daughter	55, Mary's School, Deal, Kent	F	15	1	---	(a) --- (b) ---	Surbiton	Surbiton	---	(a) At School (b) ---	(a) --- (b) ---	At home.			
4. Donald Smith	Son	Here	M	12	4	---	(a) --- (b) ---	Surbiton	Surbiton	---	(a) --- (b) ---	(a) --- (b) ---	At home.			
5. Paul M. Duval	Stepson	Here	M	19	2	Single	(a) --- (b) ---	France	Brittany	18	(a) Bookbinding Clerk (b) ---	(a) Ulysses Agency Ltd. Travel Agents (b) ---	403, Regent Street, London, W.4.			
6. Harold E. Dickson	Visitor	301, Kensington Road, S.W.7	M	23	5	Single	(a) --- (b) ---	U.S.A.	Maine	---	(a) Medical Student (b) ---	(a) --- (b) ---	At home.			
7. Mary Blake	Employee	Here	F	54	2	Widow	(a) --- (b) ---	Berkshire	Reading	14	(a) Cook (b) ---	(a) Private (b) ---	"The Lodge", Surbiton, Surrey.			
3rd Example																
1. Katherine Brown	Head	Here	F	49	1	Married	(a) May 1920 (b) ---	Lancashire	Oldham	14	(a) Boarding House Keeper (b) ---	(a) Own Account (b) ---	At home.			
2. William Brown	Son	Here	M	25	9	Married	(a) --- (b) ---	Lancashire	Oldham	16	(a) Loom Fitter (b) ---	(a) C. Jones & Co. Textile Machinery Makers (b) ---	Broad Works, Oldham, Lancs.			
3. Janet Brown	Daughter-in-law	Here	F	21	1	Married	(a) Jan. 1950 (b) ---	Lancashire	Wigan	---	(a) Home Duties (b) ---	(a) --- (b) ---	At home.			
4. Baby Brown	Grandson	Here	M	Under 1 Month	---	---	(a) --- (b) ---	Lancashire	Manchester	---	(a) --- (b) ---	(a) --- (b) ---	At home.			
5. Frederick Brown	Son	Here	M	18	6	Single	(a) --- (b) ---	Lancashire	Oldham	16	(a) Fitter (b) Apprentice	(a) C. Jones & Co. Textile Machinery Makers (b) ---	Broad Works, Oldham, Lancs.			
6. John Rees	Boarder	Here	M	30	7	Single	(a) --- (b) ---	Flint	Rhyl	14	(a) Foreman Beetle (b) ---	(a) T. Horlock & Co. Bleachers and Finishers (b) ---	3, Round Street, Oldham, Lancs.			
4th Example																
1. Mary Archer	Head	Here	F	23	7	Single	(a) --- (b) ---	Durham	Stockton	14	(a) Shorthand Typist (b) ---	(a) Atlantic Shipping Co. Ltd. Shipowners (b) ---	309, Dock Road South, Southampton.			
2. Margaret Jones	Friend Sharing	Here	F	22	5	Single	(a) --- (b) ---	Dorset	Poole	15	(a) Calculating Machine Operator (b) ---	(a) J. Esay & Sons Ltd. Shipping Agents (b) ---	276, Brighton Road, Southampton.			

INSTRUCTIONS

Fold this page back for guidance while filling up Columns N-R.

Education. Columns N and O.

13. **Column N.** Full-time at an educational establishment means such time as leaves no reasonable opportunity for substantial regular employment in term-time.

14. **Column O.** Give the age at which full-time attendance (see Instruction 13) finally ceased even if still attending part-time. No entry is required for retired persons, for persons not following or seeking to follow an occupation for payment or profit, or for those National Servicemen who intend to resume full-time education on their release.

Occupation and Industry. Columns P and R.

15. **Occupation.** An entry must be made in Column P for everyone aged 15 or over. For persons following an occupation for payment or profit, state fully and definitely the usual occupation by which the living is mainly earned (see Instruction 22). If the job is known in the trade or industry by a special name, use that name. Managers, foremen, etc., should give the department or branch where applicable (for example, "sales manager", "manager of clothing department", etc.).

16. **Out of Work.** For a person who is out of work but seeking work, enter the particulars of his usual occupation and industry in Columns P and R, and put "Out of work" at (b) in Column P, but for a young person who is seeking work but has never had a job, or for a person who is incapacitated from following his previous occupation and is seeking another, put "None" at (a) in Column P, and "Out of work" at (b).

17. **Retired persons.** A retired person who has taken up regular work again should give the present occupation, and should not be described as "Retired".

18. **Part-time.** The description "Part-time" should not be used where the paid employment or work normally occupies 30 hours a week or more.

19. **Unpaid Helpers in a Family Business.** For a member of a household who is chiefly occupied in giving unpaid help (i.e. without receiving a definite wage or share of the profits) in a business carried on by the head of the household or other relative state the occupation in Column P, adding "Unpaid", and complete Columns R and S treating the head of the business as employer. Do not include persons whose help is given in private domestic duties only.

20. **Home Duties.** For anyone chiefly occupied in unpaid domestic duties at home, write "Home Duties" in Column P and leave Columns R and S blank.

21. **Other persons without an occupation for payment or profit.** For persons permanently incapacitated by illness, etc., who have never followed any paid occupation, write "None" in Column P and leave Columns R and S blank.

22. Inadequate descriptions.

The following are too vague, and must not be used by themselves: Scientist, Technician, Civil Servant, Clerk, Engineer, Inspector, Checker, Foreman, Overlooker, Operative, Factory Hand, Labourer, Mill-Hand, Machinist, Assistant, Contractor, Collector, Polisher, Coal Miner, etc.

Labourers. For an unskilled worker usually employed on one sort of work alone, give also the sort of work done, for example, "Bricklayer's Labourer". If accustomed to work at various jobs, write "General Labourer". (See 1-3 below.)

Machine Operators. Always state the kind of machine, giving its recognized name, if any. (See 5-6 below.)

Shopkeepers, Retail Dealers, Shop Assistants. If wholly or mainly engaged in selling, add "Dealer" (if principal) or "Shop Assistant" or "Salesman" (if assisting), and state whether the business is wholesale or retail (or both). If, however, mainly making, though also selling, add "Maker". For shop assistants and salesmen in Stores with several departments, state the particular department in which engaged. (See 17-22 below.)

Coal, etc., Mine Workers. State occupation precisely and add whether above or below ground. If a hewer or getter, state whether hand or machine. (See 12-14 below.)

Farm Workers. For everyone (including relatives of the Head of the Household) following a definite occupation on a farm (such as bailiff, shepherd, cowman, tractor driver, etc.), state that occupation. But if, for instance, a farmer's son is helping in the general work or management of the farm, write "Assisting Father in general farm work". (See 15-16 below.)

Navy, Army, Air Force. For men and women of His Majesty's Forces on leave, state their rank in Column P and the arm of the Service in Column R. "National Serviceman" should be added at (b) in Column P, if appropriate.

Civil Service. For non-industrial civil servants, state rank, Department and Branch in which serving.

23. Employer and Employer's Business. The particulars about employers are required solely to assist classification of the industry or service.

Describe the business fully; the following terms are insufficient by themselves: Manufacturer, Merchant, Agent, Broker, Factor, Dealer, Engineering, Iron Works, etc.

Domestic Servants. If in private service state the occupation in Column P (for example, "Cook") but write only "Private" in Column R. But complete Columns P and R as usual for persons employed in hotels, restaurants, boarding-houses, etc.

EXAMPLES OF ENTRIES IN COLUMNS P AND R

Column P.	Column R.	Column P.	Column R.
Labourers			
1. (a) Dock labourer	(a) Mersey Docks and Harbour Board	12. (a) Garter (machine) (below ground)	(a) N.C.B.
(b) ---	(b) ---	(b) ---	(b) Coal mining
2. (a) General labourer	(a) T. Hodges Ltd.	13. (a) Beltman (above ground)	(a) N.C.B.
(b) ---	(b) Alkali Manufacturers	(b) ---	(b) Coal mining
3. (a) Brass Foundry labourer	(a) Stead & Co.	14. (a) Limestone Quarrier	(a) Thomas Moss & Co.
(b) ---	(b) General Mechanical Engineers	(b) ---	(b) Limestone Quarries
Engineering and Metal Trades			
4. (a) Iron Moulder	(a) Hipsons, Ltd.	15. (a) Gardener	(a) E. Stetson
(b) Retired	(b) Iron Pipe Manufacturers	(b) Retired	(b) Nurseryman
5. (a) Press Stamp Operator	(a) Higgs and Billings	16. (a) Cowman	(a) J. Brown
(b) Part-time	(b) Tin Box Makers	(b) ---	(b) Farmer
6. (a) Turret Lathe Setter	(a) Pullinger & Co. Manufacturers	17. (a) Solicitor	(a) J. Hardy
(b) ---	(b) Locomotive Manufacturers	(b) Articled Clerk	(b) Solicitor
7. (a) Aero Engine Fitter	(a) Devon Aero Co. Ltd. Manufacturers	18. (a) Jeweller (Dealer, Retail)	(a) Employs others
(b) ---	(b) Aero Engine Manufacturers	(b) ---	(b) ---
8. (a) Varnishing Machine Attendant	(a) J. Green & Co Ltd. Manufacturers	19. (a) Fruit Merchant (Wholesale)	(a) Employs others
(b) ---	(b) Electric Cable Works	(b) ---	(b) ---
Textile Operatives, Dyers, Bleachers			
9. (a) Fly frame tenter	(a) Jenks Spinning Co. Cotton Spinners	20. (a) Chemist (Retail)	(a) Own Account
(b) Out of work	(b) ---	(b) ---	(b) General Chemist
10. (a) Dyer's labourer	(a) J. Blake Ltd. Bleachers and Dyers	21. (a) Analytical Chemist	(a) British Chemicals Ltd.
(b) ---	(b) Green and Strong Worsted Weavers	(b) ---	(b) Fertilizer Manufacturers
11. (a) Foreman finisher	(a) ---	22. (a) Confectioner (Cake Maker)	(a) Wm. Smith
(b) ---	(b) ---	(b) ---	(b) Baker and Confectioner

STRICTLY CONFIDENTIAL

Please read the Column Headings below and the Instructions

<p>The Persons to be included in this schedule are all those who are alive at midnight on the night of Sunday, 8th April, 1951, and who, whether as members of the family or as visitors, boarders or employees :—</p> <p>(1) pass the night in the dwelling of this household or in this establishment, or</p> <p>(2) arrive and are received into the household or establishment on Monday, 9th April, 1951, before the collection of the schedule, not having already been enumerated elsewhere.</p> <p>No one else may be included.</p>			Sex	Age		Particulars as to Marriage				Birthplace	
Name and Surname	Relationship to Head of Household	Usual Residence	If Male write "M", if Female write "F".	In years and months. For infants under one month old, write "Under one month".		For persons aged 16 or over state whether "Single" or "Married" or "Widowed", or, if marriage dissolved by divorce and not since remarried, write "D".	State for each married woman under age 50 included in this schedule.		Children born in Marriage	Whether she has given birth to a live-born child during the last twelve months, i.e., on or after 9th April, 1950. ("Yes" or "No".)	
							Date of Marriage	The total number of children born alive to her (including any of a previous marriage and any that have died).			
<p>See note above for the persons to be included.</p> <p>For the order of entering names, see Examples on the back.</p> <p>For newly born infants who have not yet been given a name, write "Baby" followed by the surname.</p>			<p>State whether "Head" or "Wife" "Son" or other relative, "Visitor" "Boarder" "Employee" etc. See Instructions 1 and 2.</p>		<p>(1) For persons included in this schedule who usually reside at this dwelling or establishment, write "Here".</p> <p>(2) For those who have a more usual residence elsewhere, state full postal address of usual residence.</p> <p>(3) For those who have no settled place of residence, write "None".</p> <p>See Instructions 3 to 7.</p>					<p>The month and year of her present marriage at (a).</p> <p>If married more than once, state also the month and year of her first marriage at (b).</p>	
A	B	C	D	E	F	G	H	K	L		
1.				Years	Months		Month (a) Year (b)				
2.				Years	Months		Month (a) Year (b)				
3.				Years	Months		Month (a) Year (b)				
4.				Years	Months		Month (a) Year (b)				
5.				Years	Months		Month (a) Year (b)				
6.				Years	Months		Month (a) Year (b)				
7.				Years	Months		Month (a) Year (b)				

For Instructions on columns B and C and on Panel T below fold inwards the right hand side of this sheet.

For Instructions on columns N to R fold inwards the left hand side of this sheet.

To be filled up by the Enumerator.				Enumerator's Initials.
Rooms	Males	Females	Persons	

To be filled up by the Enumerator.				
Household Arrangements for Water Supply, Cooking, etc. In each space below (see Instructions 12) write "E" if in the exclusive use of this household; write "S" if shared with another household; write "None", as the case may be.				
Piped water supply within the house	Cooking Stove or Range	Kitchen Sink	Water Closet	Other

To be filled up by the Enumerator.

No. of
Schedule.

Instructions and Examples on the back. Then fill up the Schedule carefully in Ink.

e	Nationality	Education		Occupation and Industry		
		For all persons attending a school, university or other educational establishment for the purpose of receiving instruction, write "Full-time" or "Part-time" as the case may be. See Instruction 13.	For persons not now receiving full-time education at an educational establishment, state age at which such full-time education ceased. See Instruction 14 for persons to whom this column does not apply.	To be answered only in respect of persons aged 15 or over. Vague or indefinite terms (see Instruction 22) must not be used.		
				Personal Occupation	Employer and Employer's Business	Place of Work
Great lorth- and, name Town	For all persons not born in Great Britain or Northern Ireland, state present Nationality, e.g., French, German, Polish, etc., or if British, whether British by Birth or Descent, British by Naturalisation, British through Marriage, British by Registration, etc.			<p>If occupied for payment or profit, state, at (a), Precise Occupation or Calling. If out of work or wholly retired, state usual or former occupation, and add, at (b), "Out of work" or "Retired". Where the occupation is connected with Trade or Manufacture, state particular kind of work done, the Material worked in, or Article made or dealt in, if any. If in a Profession or Service, state precise branch and nature of occupation. If more than one paid occupation is followed, state only that by which the living is mainly earned. State also, at (b), if applicable— "Apprentice" or "Articled Pupil" (if serving as such); "Part-time" (if employed "Part-time"); "Unpaid" (if helping unpaid in the family business). For other persons, write "Home Duties", "School", "Medical Student", "Law Student", "Private Means", etc. See Instructions 15 to 22.</p>	<p>State, at (a), Name of Employer (person, firm, company or public body), or, if out of work or retired, of last employer. State, at (b), Business of Employer. Describe fully and state product or kind of service where applicable. Where the employer carries on more than one kind of business, state the main business carried on at the works or establishment where the person is employed. (Note.—For domestic servants and others in private personal service, write only "Private".) For an occupied person who is not in the employment of any person or company, etc., write, at (a), "Employs others" if he employs one or more persons for the purpose of his business, or "Own Account" if he works alone without paid assistance; and state, at (b), the nature of the business, unless it is the same as the occupation in Column P. See Instruction 23.</p>	<p>State the full address of each person's place of work. [Note.—Persons working regularly from a depot, garage, employer's premises, etc. (for example, bus drivers) should state that address. But persons working on a site for a long period (for example, building operatives) should state the address of the site.] For a person with no regular place of work, write "No fixed place." If the work is carried on mainly at home, write "At Home." (Entries in this Column are required only for persons at present occupied for payment or profit, and for persons helping unpaid in a family business. Make no entry for persons out of work or retired, or for persons engaged in home duties or at school, etc.)</p>
	M	N	O	P	R	S
				(a) (b)	(a) (b)	
				(a) (b)	(a) (b)	
				(a) (b)	(a) (b)	
				(a) (b)	(a) (b)	
				(a) (b)	(a) (b)	
				(a) (b)	(a) (b)	
				(a) (b)	(a) (b)	

To be filled up by the Head of the Household or other person making the return.

See Instructions 8 to 10 for other household; or

I declare that this Schedule is correctly filled up to the best of my knowledge and belief.

Signature.....
(Head of Household, Manager of Establishment, or other person responsible for making the return)

Fixed Bath