

How to enter Electoral Roll & Easter Attendance figures on the online Parish Returns System

- The full **Statistics for Mission Return** form opens in the autumn each year; however **Electoral Roll** numbers and **Easter Attendance** figures can be submitted online immediately after Easter.
- Your **Electoral Roll** number should be submitted online by **June 1st** following your APCM.
- To enter these figures, log on to the Parish Returns system as usual at <https://parishreturns.churchofengland.org/> Click on **Enter Your Data** and then refer to the **below diagram**. The **blue arrow** indicates the link to click on to access the relevant area. *(For log in assistance please contact the **Diocesan Parish Returns Team** at parishreturns@oxford.anglican.org or by calling 01865 208200.)*

The screenshot displays the 'Enter Your Data' interface with three main sections:

- 2017 Return of Parish Finance:** Shows '0% complete' and 'Not Submitted' in red. It includes a purple 'Enter Your Data' button.
- 2017 Statistics For Mission Return:** Shows '100% complete' and 'Submitted' in green and orange. It includes a 'View Report' button and a yellow message box stating 'This form is now closed for data entry'. Below this, a link for 'Electoral Roll & Easter 2018' is highlighted with a blue arrow. The text below the link reads: 'Click here to enter your 2018 Electoral Roll and Easter attendance figures into next year's Statistics for Mission return'.
- Oxford Articles of Enquiry:** Shows '0% complete' and 'Not Submitted' in red. It includes a purple 'Enter Your Data' button and a 'Download PDF' button.