What if I have had my first dose?
Any staff who have had their first dose and are due their second dose from the 10th January onwards should not attend their appointment and a new appointment will be rescheduled for ten weeks from their first dose. This will be sent via email.

What if I book my first dose up to 5th January?
Any staff who book on 31st December should book a second appointment for three weeks as normal and this will automatically be converted to a ten-week appointment.

How to book an appointment
The booking app for Covid-19 vaccine appointments is now available. It is imperative to read the instructions and FAQs prior to making your booking.

When you book your appointment for the first dose of vaccine, you will automatically be asked to confirm your appointment for the second dose of vaccine 10 weeks later. You must confirm your appointments for both doses of vaccine during this first booking.

It is vital that staff attend both their vaccination appointments to get longer lasting protection.
If you need to cancel your appointment due to exceptional circumstances, this can be done up to 24 hrs before your appointment using the booking app. You can re-book for a different time. Check all the available time slots on the app to ensure you choose one that suits.

It is important that staff turn up on time for their vaccination appointment to avoid wastage of the vaccine. It is a mandatory requirement to bring your Trust/organisational photo ID.

You should only select your first appointment on one of these days and not search for additional bookings outside of this range, as these are required for the second vaccination.

Those staff who do not have a Trust email account should contact their line manager or supervisor to have their appointment booked on their behalf.

The link to the booking app, together with instructions on the booking process, will be shared through your line manager.

Please do not contact the vaccination centre to book an appointment.