

REDCap Africa 2026 Symposium Travel Information Pack

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Overview

The REDCap Africa Symposium is a premier continental platform for advancing research data management and collaboration. Now in its 10th edition, the symposium convenes a diverse community of researchers, data professionals, and institutional leaders to exchange knowledge, showcase innovations, and strengthen the use of REDCap across Africa. Through technical sessions, peer learning, and networking opportunities, the symposium supports institutions to enhance data quality, improve research efficiency, and drive impactful evidence generation. The symposium will take place from the 19th of October to the 23rd of October 2026 and will be scheduled as follows:

Date	Event	Location
19 - 20 October	Advanced REDCap Training (Max of 25 spaces available)	DIPLOMICS office in Woodstock
21 - 22 October	REDCap Africa Day 1 & 2	Lagoon Beach Hotel
23 October	Introductory REDCap Training (Max of 35 ppl.)	Faculty of Health Sciences, University of Cape Town, Observatory
	REDCap Sys-Admin Training (Max of 25 spaces available)	DIPLOMICS office in Woodstock

Please note: the training venues are not at the Lagoon Beach Hotel, and participants will need to arrange travel to and from the venues. The training events taking place on the 23rd of October run concurrently at different venues so Introductory Training attendees cannot attend the Sys-Admin Training and vice versa.

Who Should Attend?

The symposium is designed for a wide range of participants, including:

- Researchers and Academics
- Data Managers and Data Scientists
- IT Professionals and System Administrators
- Institutional Leaders and Policy Makers
- Monitoring & Evaluation (M&E) Specialists
- Students and Early-Career Researchers

Symposium venue

The symposium days, on the 21-22 October, will be hosted at the [Lagoon Beach Hotel Conference Centre and Spa](#), a beachfront venue in Milnerton, offering panoramic views of the Atlantic Ocean, Table Mountain and the Cape Town skyline. Located just 20 minutes from Cape Town International Airport, with easy access to the city centre, the hotel combines professional conference facilities with modern and comfortable accommodation, restaurants, a spa and recreational activities, making it an ideal and welcoming setting for delegates.

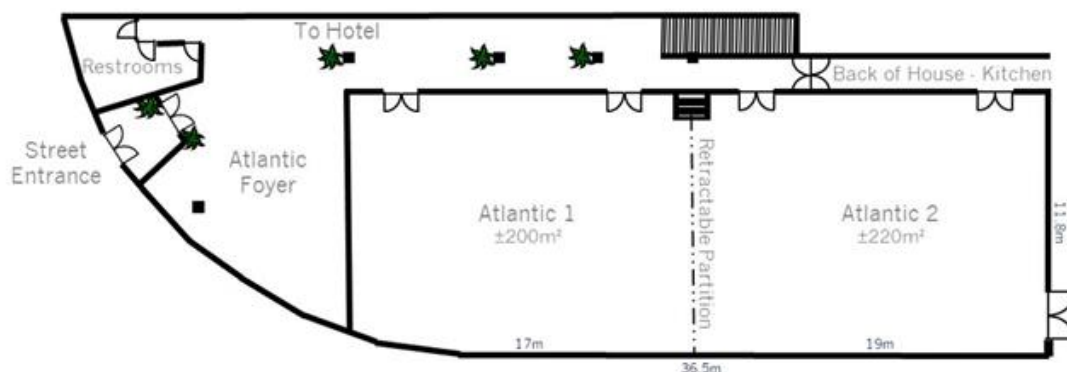
Venue Address: 1 Lagoon Gate Drive, Lagoon Beach, Cape Town, 7441

Google Maps: <https://maps.app.goo.gl/USsbXY9rTJBbFQWc9>

Parking: Free on-site parking is available at the venue. Symposium delegates commuting to the venue are advised to follow signs toward the Undercover parking (not the Underground parking) for easy access to the conference venue and will be required to provide their driver's license for access to the parking lot.

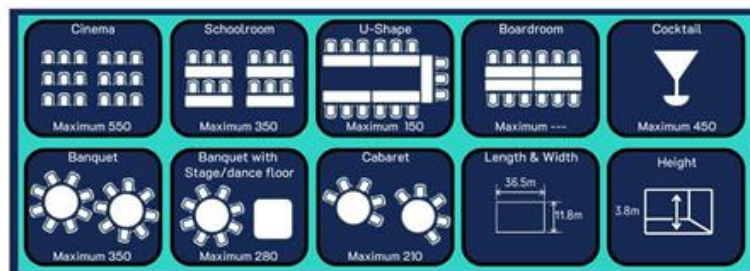
The Conference Rooms: The symposium will be held in the Atlantic Suite (Room 1). Tea breaks, poster sessions and exhibitions will be held in Atlantic Suite (Room 2), and lunches will be held in the hotel restaurant Au Bleu. Should you require directions to the venue, please refer to the registration desk.

Below is a detailed layout and access guide to assist participants in navigating the hotel and reaching the Atlantic Suite efficiently from the main entrance.



Venue Features:

- Air-Conditioning
- Audio-visual equipment
- Partial Natural Light
- Dimmable Lighting
- Dividers
- Telephone Line
- Wireless Internet
- Black Out
- Vehicle access
- Draping Rails
- Wheelchair Accessible





Training Workshop venues

The REDCap Africa training workshops will be held at the University of Cape Town's Faculty of Health Sciences Campus and DIPLOMICS. Please refer to the detailed agenda for specific information regarding the venue allocated to each workshop.

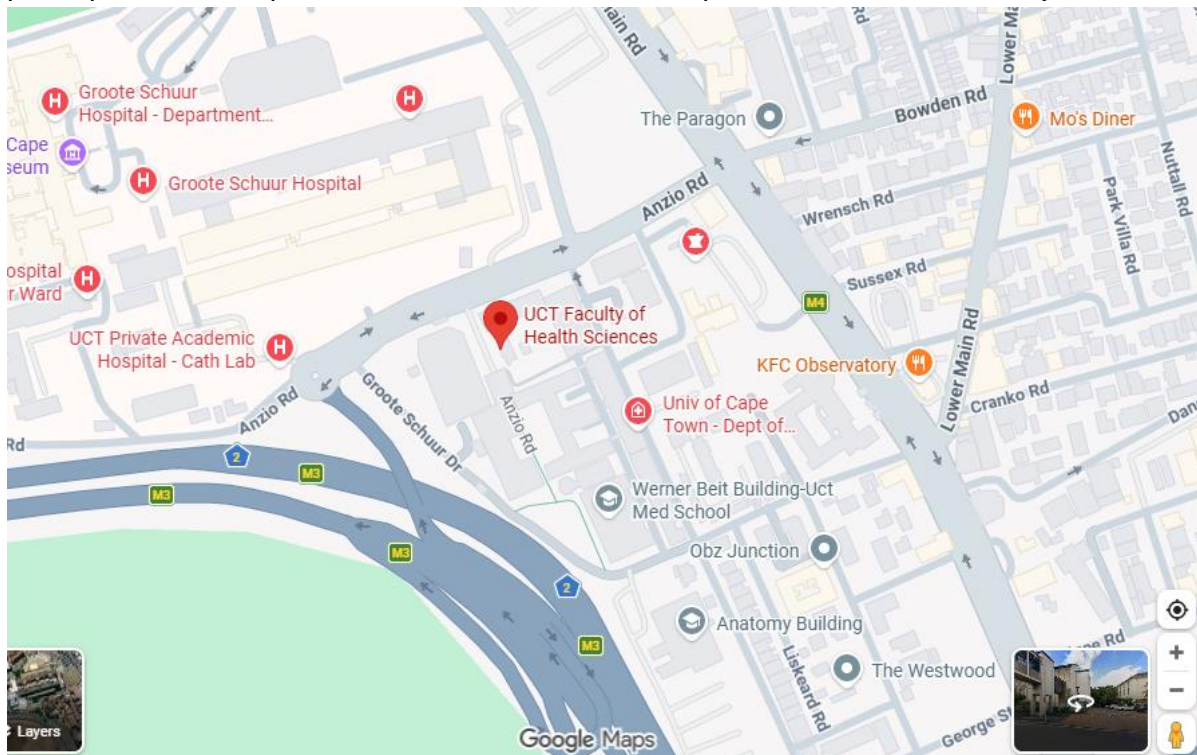
Below, you will find the address, venue layout, and access guide to assist participants in locating the workshop venues. Please note that access to the University of Cape Town's Medical Campus and DIPLOMICS requires identification at the entrance.

University of Cape Town's Medical Campus

Venue Address: Wolfson Pavillion Lecture Theatre Building or IDM Training Room, Anzio Road, Observatory, Cape Town, 7935

Google Maps: [University of Cape Town Medical Campus Google Maps](#)

Parking: Parking is limited at the University of Cape Town's Medical Campus. We encourage participants to transport such as an Uber that can drop off and collect on the day.



DIPLOMICS

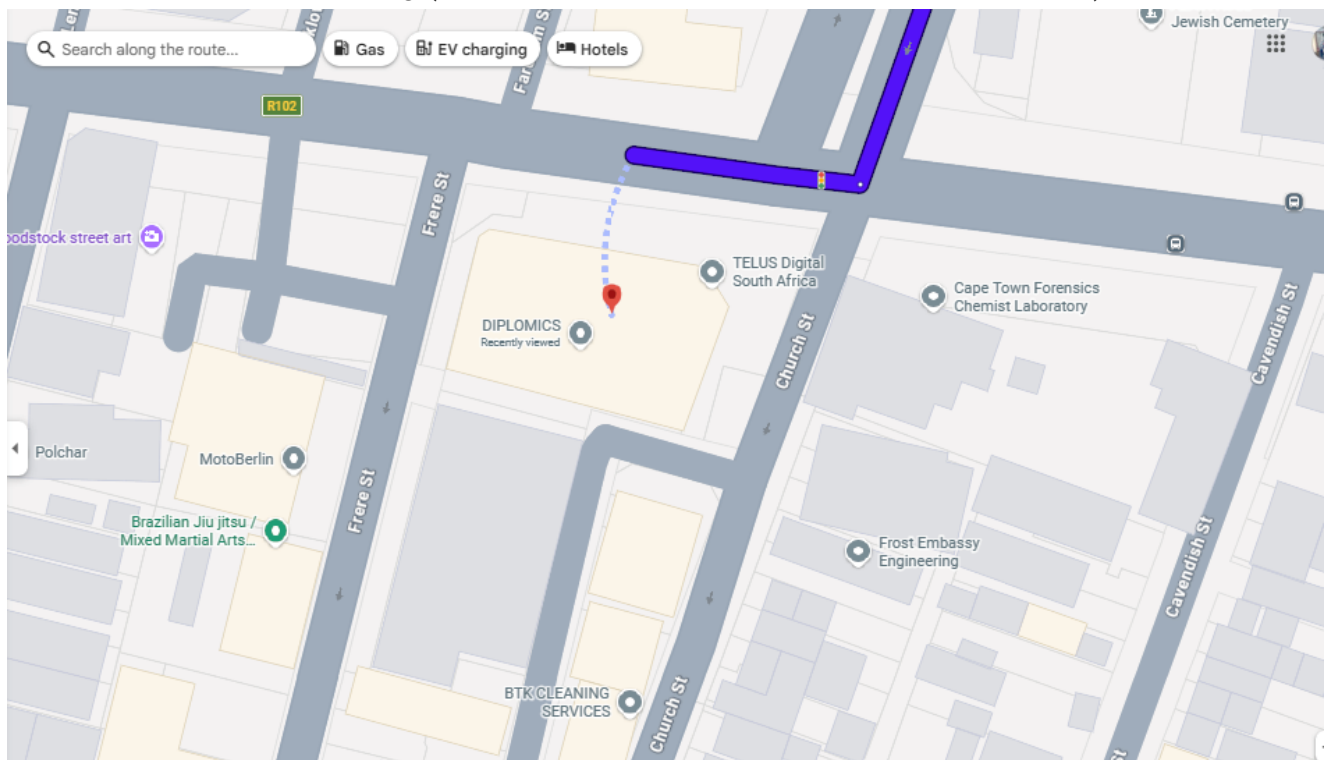
Venue Address: 108 Albert Rd, Woodstock, Cape Town, 7925, South Africa

Google Maps

https://www.google.com/maps/dir//108+Albert+Rd,+Woodstock,+Cape+Town,+7925/@-33.9269106,18.4472327,169m/data=!3m1!1e3!4m8!4m7!1m0!1m5!1m1!1s0x1dcc5d9926ea9a5f:0x92e32062da258f85!2m2!1d18.4481061!2d-33.9268858?entry=ttu&_ep=EgoyMDI2MDUzMS4wIwKXMDSoASAFQAw%3D%3D

Parking:

Please note there is limited street parking on Albert and Frere streets. Paid parking is available at the WEX building (<https://www.parknet.co.za/parking/85albertroad>).



Travel Information

Airport transfer, taxis and shuttle

Delegates can easily arrange transportation from and to Cape Town International Airport, as well as local travel within the city:

- For symposium delegates travelling from abroad, you can arrange airport transfers directly with the hotel, and provide them with a contact number should they need to get in touch with you. Hotel shuttles (available through desk services for Lagoon Beach Hotel Conference Centre and Spa shuttle service, please email: lbh@evotransfers.co.za).
- Alternatively, we highly recommend the following transport companies for airport transfers (please let us use UCT, CBIO as your referral when contacting them):
 - Kingdom Tours and Transfers info@kingdomtt.co.za
 - Jamiel Maistry jamiel.maistry@maistrybus.co.za
- Uber is available as well, but this must be booked through the application, and drivers should be met at the dedicated e-hailing pick-up spot in Parkade 1 or 2

Please avoid using transport offers from unverified hailers within or surrounding the airport (even those claiming to be Ubers).

Visa Guidance

Participants attending the REDCap Africa Symposium 2026 should check South Africa's visa requirements with their nearest South African embassy or consulate before travelling, as requirements vary by nationality.

- Citizens of many **SADC countries** may enter South Africa visa-free for short conference visits, while participants from some other African countries may require a visa.
- Many visitors from **Europe, North America, and Oceania** may also qualify for visa-free entry for short stays, although requirements should always be verified before travel.

Passport requirements:

- Participants who require a visa will typically need:
 - A valid passport
 - Completed visa application forms
 - Passport-sized photographs
 - Proof of accommodation
 - Return or onward flight itinerary
 - Proof of sufficient financial means
 - Travel or medical insurance (where applicable)
 - Symposium invitation letter

- Confirmation of registration for the REDCap Africa Symposium
- Valid for at least 30 days beyond the intended departure date from South Africa.
- At least two blank visa pages.

Invitation letters: The symposium secretariat can provide invitation letters to registered participants upon request. Participants are encouraged to request these letters and submit visa applications **8–12 weeks before travel**.

Health requirements:

Travellers arriving from or transiting through countries with a risk of yellow fever may be required to present a valid Yellow Fever Vaccination Certificate.

South Africa does not have a blanket travel ban or entry prohibitions for travellers arriving from Ebola-affected countries.

Accommodation

Participants are encouraged to stay at the symposium venue, Lagoon Beach Hotel & Spa, for convenient access to symposium sessions and networking activities. Participants are encouraged to make reservations as early as possible, as October is a busy tourism and conference season in Cape Town.

Accommodation costs are the responsibility of participants unless otherwise indicated by the organisers or sponsors.

When booking, please mention the REDCap Africa Symposium 2026 to enquire about any negotiated conference rates that may be available.

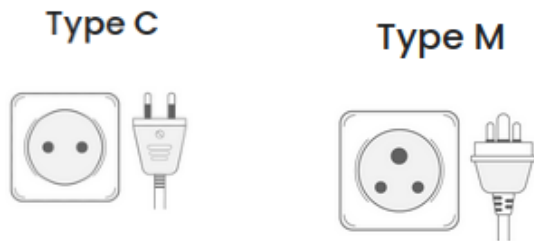
Check-in: Typically from 14:00

Check-out: Typically by 11:00

Participants requiring special accommodation arrangements or accessibility support are encouraged to contact their hotel directly before arrival.

Electrical specifications for travellers

Most of South Africa's electricity system operates on a Type M and Type C electrical plug socket with a 220-240 V voltage capacity and a 50 Hz frequency. Most hotels also provide dual-voltage two-pin razor sockets, supporting both 100–120 volts and 220–240 volts. However, visitors are advised to bring a suitable travel adapter if their devices use a different plug type.



South Africa has previously experienced scheduled power cuts (known as loadshedding), implemented by Eskom, the national power utility in South Africa, to manage the pressure due to high demand. While electricity supply has been stable recently, delegates should be aware that loadshedding may occur in the future. The EskomSePush application provides schedules and notifications for each area. The hotel is equipped with a sufficient generator and will generally not be affected.

Currency

The unit of currency in South Africa is the South African Rand (ZAR), more commonly referred to as R. Major credit cards (Visa, Mastercard) and ATMs are widely available in cities, hotels, and shops. Currency exchange is accessible at airports, banks, and bureaux de change (currency exchange offices), which typically operate Monday through Saturday.

Note to Delegates:

- **Bank Notification:** Delegates are encouraged to inform their bank of the travel plans to prevent any risk of credit cards being mistakenly blocked.
- **Hotel Policy:** Please note that the Lagoon Beach Hotel Conference Centre and Spa, where the event will take place, accepts only credit cards for payments and incidentals.

Access to health services

At the hotel:

- **First Aid:** The Lagoon Beach Hotel & Spa provides basic first-aid assistance on-site. Please contact the front desk or the duty manager for immediate help.
- **Doctor on Call:** The hotel can facilitate a doctor-on-call service for medical consultations within your room. Note that these are private services and will be for the delegate's own account.

Near the hotel (within 5-10 minutes)

24/7 Emergency Care: Mediclinic Milnerton is one of the closest private hospitals (~4 km / 7-10 min drive). It offers a full 24-hour emergency unit and specialist services.

- Address: <https://goo.gl/maps/p5DeHyBJCnsP7ZJeA>
- Services: Full-scale private hospital with a 24-hour emergency unit.
- Phone: 0861224555 / 0215299000 / +27215299309

Netcare Christiaan Barnard Memorial Hospital (~8 km / 12-15 min drive)

- Address: Cnr DF Malan Street and Rua Bartholemeu Dias Plain Foreshore, Cape Town, 8001
- Services: Major private hospital in the CBD with world-class emergency and specialist care.
- Phone: 021 441 0000

Pharmacy: One of the nearest pharmacies is "The Local Choice Pharmacy Ocean Square."

- Address: 4 Ocean Way, Sunset Beach, Cape Town, 7441, Afrique du Sud

Note for Delegates: While Cape Town offers world-class private healthcare, these facilities usually require upfront payment or proof of valid international travel insurance. Please keep your insurance details accessible at all times.

Internet Access

Phone and internet services are easily accessible in Cape Town. Most global mobile phone Cape Town offer excellent digital infrastructure, with high-speed 4G and 5G coverage available throughout the city.

- **eSIMs & Local Data:** For immediate connectivity, delegates can purchase a local eSIM (just ensure your device is eSIM-compatible and unlocked) or physical SIM card at Cape Town International Airport or any major shopping center. Please note that South African law (RICA) requires a passport for all SIM/eSIM registrations.
- **Wi-Fi Availability:** Complimentary high-speed Wi-Fi is standard at the conference venue, most hotels, and local cafes.
- **Staying Connected:** If you will be using an eSIM, we recommend downloading an eSIM app before arrival or securing a local data plan to ensure seamless access to navigation and communication apps like WhatsApp and Uber.

Parking and Security

Delegates travelling by car will find convenient, free on-site parking at the Lagoon Beach Hotel and Spa. The hotel offers approximately 400 parking bays, including a secure underground parking garage and open-air parking directly by the hotel entrance. The parking areas are patrolled by 24-hour security and monitored to ensure the safety of all attendees. No prior reservation is required for parking spaces, and dedicated bays for disabled delegates are available near the main elevators

Videography/Photos (mention and consent collected upon registration)

Please note that official photography and video recording will take place for archival and promotional use. By attending, you consent to your image being captured. Attendees who do not wish to appear in photographs or recordings should notify the organisers on arrival.

Weather

October in Cape Town marks the heart of spring, bringing mild temperatures, blooming landscapes, and longer sunny days. Average daytime temperatures range between 18°C and 25°C, with occasional cool breezes and light rainfall.

Condition	Temperature
Daytime	18–25°C
Evening	10–16°C

The weather is generally pleasant, making it ideal for outdoor activities, sightseeing, and coastal visits. Visitors are encouraged to pack light clothing for warm afternoons, along with a jacket for cooler evenings. October is also a great time to explore the city's gardens, beaches, and mountain trails before the busy summer season begins. Sunscreen and comfortable walking shoes are highly recommended for daytime excursions.

Useful Contact Details

For questions relating to travel, accommodation, visa letters, or symposium logistics, please contact the following individuals:

Accommodation	Events Department	Email: events@lagoonbeachhotel.co.za
General enquiries/ Registration	REDCap Africa Support	Email: support@witsredcap.co.za