

# BUSINESS & TOURISM TEACHERS SUMMIT 2026

**BRISBANE | MAY 2026 | 8AM - 5PM**

Seeking approval to attend the Business & Tourism Teachers Summit?  
To support your internal processes, feel free to use this simple request  
template to help with your submission for PD/leave.

To \_\_\_\_\_

Professional Development Approval Request - Business & Tourism Teachers Summit

Hi [Insert Name],

I am seeking approval to attend the Business & Tourism Teachers Summit on 1 May 2026 (8:00am – 5:00pm). This full-day professional learning event aligns with the Australian Professional Standards for Teachers (Standards 2, 3, 6 and 7) and supports delivery of the QCAA Tourism syllabus and related Business subjects.

The program features industry keynote speakers, applied breakout sessions and engagement with leaders across tourism, hospitality and business. Attendance will strengthen contemporary industry knowledge, provide classroom-ready strategies and enhance industry connections that support student pathway awareness.

The learning outcomes align with curriculum priorities through:

- Updated industry trends and workforce insights
- Marketing and innovation case studies
- ICT integration and immersive learning tools
- Strengthened understanding of tourism and business sectors
- Enhanced career pathway knowledge for students

I will share relevant insights, resources and key takeaways with our faculty following the event to maximise benefit across our team.

#### Event Details

Date: 1 May 2026

Time: 8:00am – 5:00pm

Location: South Brisbane

Cost: \$330 (incl. GST)

Inclusions: Full-day program, industry sessions, networking opportunities and certificate of attendance for PD records.

Thank you for considering my request.

I am happy to provide any further information if required.

Kind regards,  
[Your Name]  
[Your Position]



**COPY & PASTE  
TO YOUR EMAIL**