How to link Seasons & Age Groups to future-proof member data?

14/04/2025 10:47 am AEST

Overview

As a governing body for a multi-tiered sport, or event a standalone sport operator, it's important to make sure your database is ingesting membership information in a clean, well-structured way, so that your reporting and general database admin can be done with clarity and transparency. Two particularly common data points used across the sports industry to categorise, report and compare membership data are Seasons & Age Groups.

As a GameDay administrator responsible for defining the sport's season and age group structure - whether toplevel governing body or standalone organisation - you can future-proof the categorisation of incoming member data upfront by linking multiple seasons with their corresponding age groups, ensuring that when seasons roll over, members are automatically placed into the correct age group based on their data of birth.

In the guide below, we'll show you how to create these automatic linkages using a sample size of three seasons.

Step-by-Step

Step 1: Head to the Seasons & Age Groups page

In the left-hand menu, open the My Organisation section, then click SETTINGS.



Step 2: Create your Seasons

Make sure you're looking at the **Seasons & Age Groups** tab, then click the **CREATE SEASON** button to create your first season

<u>م</u>	Settings [©]					
\$	Seasons & Age Groups	Member Types	ID Management			
	Seasons Age Gro	ups				
	Create Season			Select Organisation 🔻	▼ Q. Type to search	
e-en	Season Name St	tart Date	End Date	Organisation	Status	
0	2024 1	January 2024 (AEDT)	31 December 2024 (AEDT)	Silverwood Sports Association	Active	Edit
æ	2025 1.	January 2025 (AEDT)	31 December 2025 (AEDT)	Silverwood Sports Association	Active	Edit
Ô	2023-24 1	August 2023 (AEST)	30 June 2024 (AEST)	UAT National Organisation - Australia	Active	

Enter the following information

- Season Name: Provide a clear title for the season
- Season Start/End Date: Define the date range within which the season runs

Click **CREATE** to save the season in your database

G	Create + Q Searc	sh		®	1	Silverwood Sport	State s Association 👻	ks
	Settings 🔨							
\$	Seasons & Age Groups	Member Types	ID Management					
828 Eg	Seasons Ad	o Groups	Create Season	×	1			
	Create Season		Name *	2026	-	Q. Type to search		×
€. 1	Season Name	Start Date	Season Start Date *	1 January 2026 (AEDT) 🔹		Status		Feedbac
<u></u>	2024	1 January 2024 (AEI	Season End Date *	31 December 2026 (AEDT) 👻		Active	Edit	
Ø	2023-24	1 August 2023 (AES'		Cancel		Active		
	Show 10 * Showing rows 1-3 of 3			к (1) н				
								$\overline{\mathcal{O}}$
40>								

Repeat this process until you've banked up a few future seasons

G	Create + Q Search			¢) 🍵 🖓 I	Silverwood Sports As	State RS
â	Settings [©]						
÷.							
\$	Seasons & Age Groups Me	ember Types ID Management					
පුපුස							
¥	Seasons Age Groups						
00 00	Create Season			Select Organisation 👻 🛛	Active 💌	Q. Type to search	
6	Season Name Start Da	ate End Date		Organisation		Status	Feedt
6	2025 1 Januar	ry 2025 (AEDT) 31 December	er 2025 (AEDT)	Silverwood Sports Association		Active	Edit
يم م	2026 1 Januar	ry 2026 (AEDT) 31 December	er 2026 (AEDT)	Silverwood Sports Association		Active	Edit
Â	2028 1 Januar	ry 2028 (AEDT) 31 December	er 2028 (AEDT)	Silverwood Sports Association		Active	Edit
Ŭ	2027 1 Januar	ry 2027 (AEDT) 31 December	er 2027 (AEDT)	Silverwood Sports Association		Active	Edit
40>	Show 10 ~ Showing rows 1-4 of 4		IK K 1	> >ı			?

Step 3: Head to the Age Groups tab

Click the AGE GROUPS tab to move to your list of Age Groups

Settings Seasons & Age Groups Member Types Seasons Age Groups	ID Management			
Seasons & Age Groups Member Types	ID Management			
Seasons & Age Groups Seasons Age Groups	ID Management			
Seasons Age Groups				
Seasons Age Groups				
				. 💼
Create Season		Select Organisation 👻 Active 💌	C Type to search	dback
Season Name Start Date	End Date	Organisation	Status	Feed
2025 1 January 2025 (AEDT)	31 December 2025 (AEDT)	Silverwood Sports Association	Active	
2026 1 January 2026 (AEDT)	31 December 2026 (AEDT)	Silverwood Sports Association	Active	
2028 1 January 2028 (AEDT)	31 December 2028 (AEDT)	Silverwood Sports Association	Active	
2027 1 January 2027 (AEDT)	31 December 2027 (AEDT)	Silverwood Sports Association	Active	
Show 10 × Showing rows 1-4 of 4	K K 1	> >1		?
	Create Season Season Name Start Date 2025 1 January 2025 (AEDT) 2026 1 January 2028 (AEDT) 2028 1 January 2028 (AEDT) 2027 1 January 2027 (AEDT) Show 10 ~ Showing rows 1-4 of 4	Create Sesson Season Name Start Date 2025 1 January 2025 (AEDT) 2026 1 January 2026 (AEDT) 2028 1 January 2028 (AEDT) 2027 1 January 2027 (AEDT) Show 10 * IK	Create Season Select Organisation Active Season Name Start Date End Date Organisation 2025 1 January 2025 (AEDT) 31 December 2025 (AEDT) Silverwood Sports Association 2026 1 January 2026 (AEDT) 31 December 2028 (AEDT) Silverwood Sports Association 2028 1 January 2028 (AEDT) 31 December 2028 (AEDT) Silverwood Sports Association 2027 1 January 2027 (AEDT) 31 December 2027 (AEDT) Silverwood Sports Association Show 10 ~ Show 10 ~ Show 10 4 K 1 X	Create Season Start Date End Date Organisation Status 2025 1 January 2025 (AEDT) 31 December 2025 (AEDT) Silverwood Sports Association Active Edit 2026 1 January 2026 (AEDT) 31 December 2026 (AEDT) Silverwood Sports Association Active Edit 2028 1 January 2028 (AEDT) 31 December 2028 (AEDT) Silverwood Sports Association Active Edit 2027 1 January 2027 (AEDT) 31 December 2027 (AEDT) Silverwood Sports Association Active Edit Show 10 ~ Browing rows 1-4 of 4. L5 < 1 > >1 I5 < 31 I5 < 31 I5 < 31 I5 < 31

Step 4: Create your Age Groups

Click **CREATE AGE GROUP** to set up your first Age Group

G	Creat	e + Q Search					0	÷	Silverwood Sports	Sta Association	ti -
	Set	tings ⁰									
о с о											
\$		Seasons & Age Groups	Member Types	ID Management							
පපිස											
80		Seasons Age Gro	ups								
DO		Create Age Group				Active	•	٩	Type to search	4	F
đh:	L.	Age Group Name			Status						
		Under 10			Active					Edit	
©? ∕₽		Veterans			Active					Edit	Ī
Ô		Tiny Tots			Active					Edit	
		Junior			Active					Edit	
		Senior			Active					Edit	ĺ

At this stage, all you'll need to provide is a name and, if you want, you can add a description that can be seen by other administrators in GameDay. Enter the information, then click **CREATE**

Member Type	es ID Management		
roups	Create New Age Gro	oup	<
	Age Group Name *	Under 11	- Q Type
	Description	Please enter	
		Cancel	
		Active	

Step 5: Edit your first Season

Go back to the Seasons tab and click EDIT for the first season to which you want to link Age Groups

G	Create + Q Search]	و ا	Silverwood Sports Association -
	Settings @			
÷				
\$	Seasons & Age Groups Member Types	ID Management		
288				
Ľ	Seasons Age Groups			
	Create Season		Select Organisation 🔻	Q Type to search
41	Season Name Start Date	End Date	Organisation	Status
	2025 1 January 2025 (AEDT)	31 December 2025 (AEDT)	Silverwood Sports Association	Active Edit
	2026 1 January 2026 (AEDT)	31 December 2026 (AEDT)	Silverwood Sports Association	Active
Â	2028 1 January 2028 (AEDT)	31 December 2028 (AEDT)	Silverwood Sports Association	Active
Ť	2027 1 January 2027 (AEDT)	31 December 2027 (AEDT)	Silverwood Sports Association	Active
	Show 10 × Showing rows 1-4 of 4	IK K 1	> >I	?

Step 6: Define the date of birth range for each Age Group within the season

Within the season, head to the **RELATED AGE GROUPS** section

G	Create + Q S	Search		Ø	?	÷	State Silverwood Sports Association 👻	RS
â	E Back							
offoo	2026							
\$	Active							
පරිස	Season Details	Related Age Groups						
Ľ								
D	Name *	2026						
¶7∦:	Season Start Date *	1 January 2026 (AEDT)	•					edbach
Ö			_					E
R	Season End Date *	31 December 2026 (AEDT)	•					
B								
Ô								

Here, you can link your relevant age groups to the season using the **ADD AN AGE GROUP** button, so that any members that register in this season by purchasing a season product will be assigned into their corresponding Age Group, based on their date of birth.

G	Create + Q Se	earch		😝 🎯 🧷 👙 Silverwood Sports Associa	State RS
6	← Back				
P	2026				
\$	Active				
පුපුස	Season Details	Related Age Groups			
8					
e V0	Delete	Age Groups	DOB Start Date	DOB End Date	×
¶7}÷					edbac
õ					E E
<u>@</u> ?			No Related Age Groups to display		
Ø					
Ø					
	Add an Age Gr	roup			
					0
					\bigcirc

For example, in the 2026 season, we've defined the Under 10 age group as anyone born between 1 January 2015 and 31 December 2015, and followed that convention with our Under 11 and Under 12 age groups.

G	Create +	Search			🚯 🍘 🖓 🐇	State Silverwood Sports Association 👻	RS
â	← Back						
₽. F.	2026						
\$	Active						
පුපුස	Season Details	Related Age Groups					
Ľ							
	Delete	Age Groups	DOB Start Date		DOB End Date		×
₹Ĵ÷	-	Select Age Group *	DOB Start Date *	-	DOB End Date *		edbac
0			• 010an 2013		31 Dec 2013		
M	-	Select Age Group *	DOB Start Date *		DOB End Date *		
œ	1.1	Under 11	▼ 01 Jan 2014	•	31 Dec 2014		
Ø		Select Age Group *	DOB Start Date *		DOB End Date *		_
	•	Under 12	▼ 01 Jan 2013	•	31 Dec 2013		
	Add an Ad	ao Group					
		ge oroup					\bigcirc

This, however, will change as each new season rolls over, so we need to future proof this system to make sure the system recognises the correct age group allocations for each of our future seasons as well.

Step 7: Define the date of birth range for each Age Group within your future seasons

We can now repeat the process in step 6, heading back to the Seasons tab and clicking **Edit** for the next season in the list. We can then go to the **Related Age Group** tabs and add any relevant age groups and the update date of birth range.

For example, for season 2027, we can now define the Under 10 age group as anyone born between 1 January 2016 and 31 December 2016.

G	Create + Q	Search					RS
â	- Back						
÷.	2027						
\$	Active						
පපිස							
8	Season Details	Related Age Groups					
99	Delete	Age Groups		DOB Start Date		DOB End Date	×
¶7)÷		Select Age Group *		DOB Start Date *	_	DOB End Date *	dbac
ea	Î	Under 10	•	01 Jan 2016	•	31 Dec 2016	Fee
Ø							•
<u>@</u> ?		Select Age Group *		DOB Start Date *		DOB End Date *	
-0	Î	Under 11	-	01 Jan 2015	•	31 Dec 2015	•
G							
A		Select Age Group *		DOB Start Date *		DOB End Date *	
Ť	i i	Under 12	-	01 Jan 2014	-	31 Dec 2014	•
	Add an Age	e Group					(?)
							ŏ
							L CO
401							

Continue this process until you've created all the seasons you need, with each corresponding age group and date of birth range linked. This will ensure that as each season rolls around, you won't need to worry about re-creating any seasons or age groups, or reconfiguring anything to ensure members are placed in their correct age group - this will now happen automatically.

Watch

Your browser does not support HTML5 video.