

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](#).

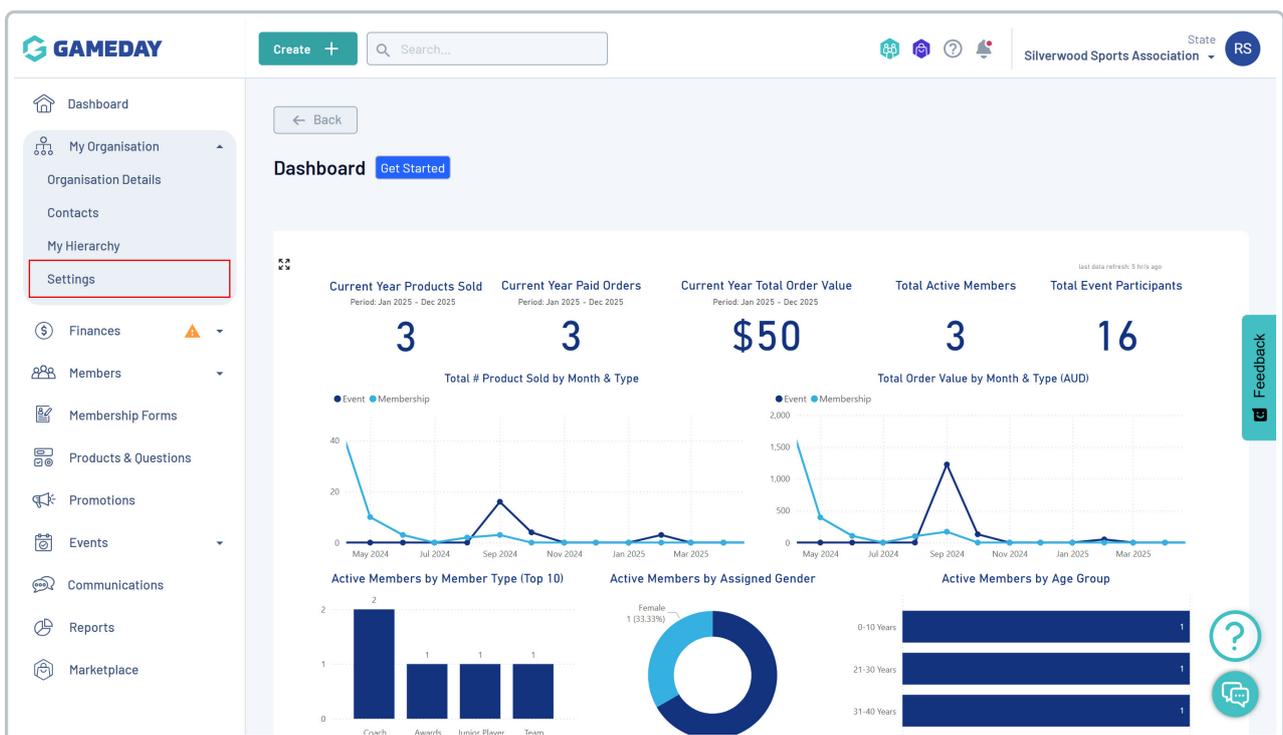
As a GameDay administrator responsible for defining the sport's season and age group structure - whether top-level governing body or standalone organisation - you can future-proof the categorisation of incoming member data upfront by linking multiple seasons with their corresponding age groups, ensuring 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

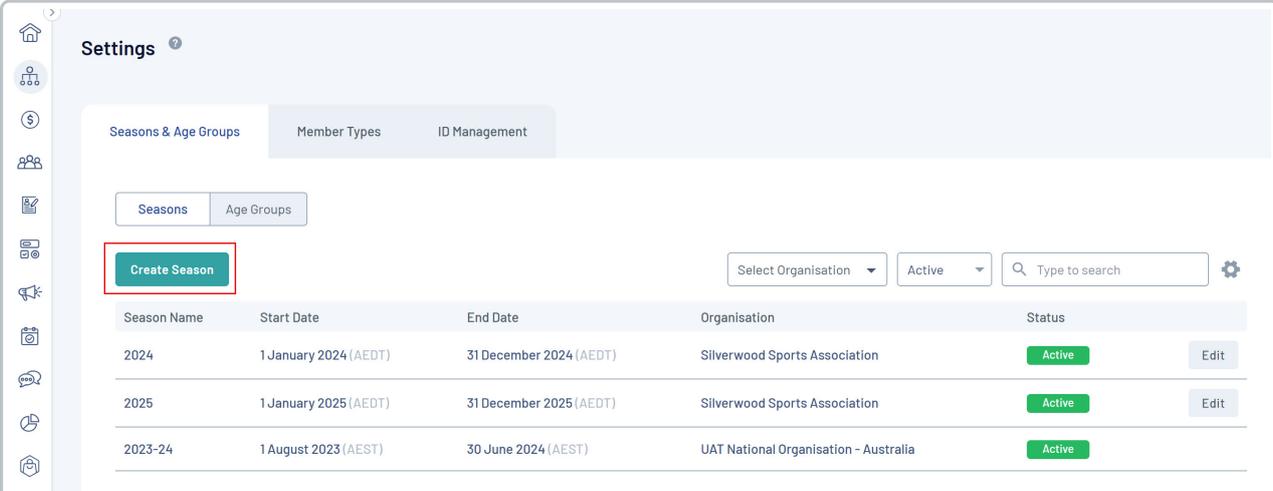
Step 1: Head to the Seasons & Age Groups page

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



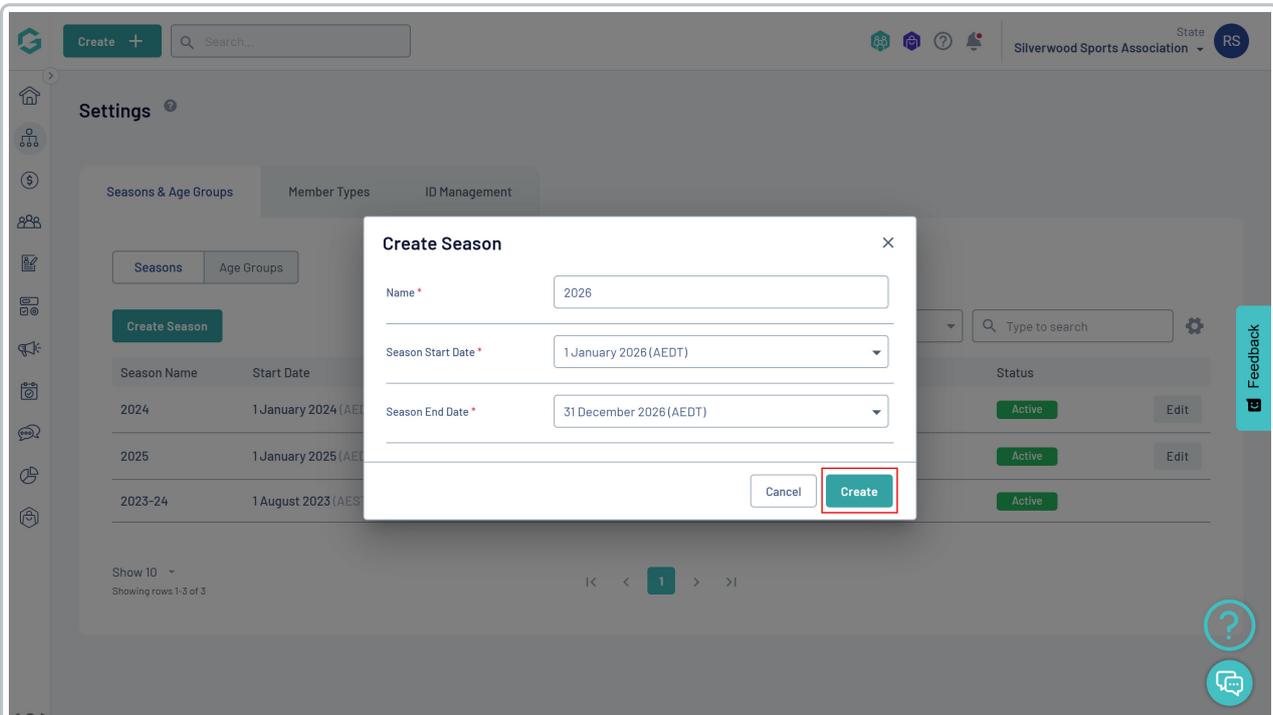
The screenshot shows the 'Settings' page with the 'Seasons & Age Groups' tab selected. The 'Create Season' button is highlighted with a red box. Below it is a table of existing seasons.

Season Name	Start Date	End Date	Organisation	Status
2024	1 January 2024 (AEDT)	31 December 2024 (AEDT)	Silverwood Sports Association	Active
2025	1 January 2025 (AEDT)	31 December 2025 (AEDT)	Silverwood Sports Association	Active
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



The screenshot shows the 'Create Season' modal form. The 'Create' button is highlighted with a red box. The form fields are: Name (2026), Season Start Date (1 January 2026 (AEDT)), and Season End Date (31 December 2026 (AEDT)).

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

The screenshot shows the 'Settings' page for Silverwood Sports Association. The 'Seasons & Age Groups' tab is active, and the 'Seasons' sub-tab is selected. A table displays the following data:

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	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

Step 3: Head to the Age Groups tab

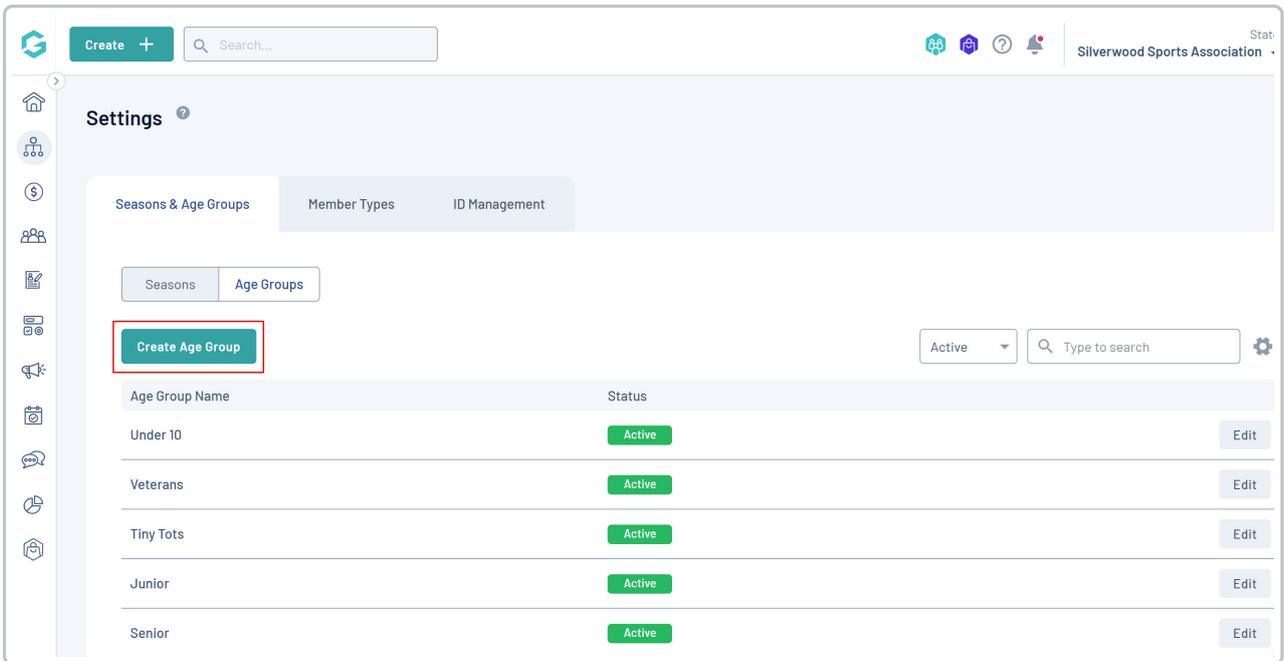
Click the **AGE GROUPS** tab to move to your list of Age Groups

The screenshot shows the 'Settings' page for Silverwood Sports Association. The 'Seasons & Age Groups' tab is active, and the 'Age Groups' sub-tab is selected and highlighted with a red box. The table below is identical to the one in the previous screenshot:

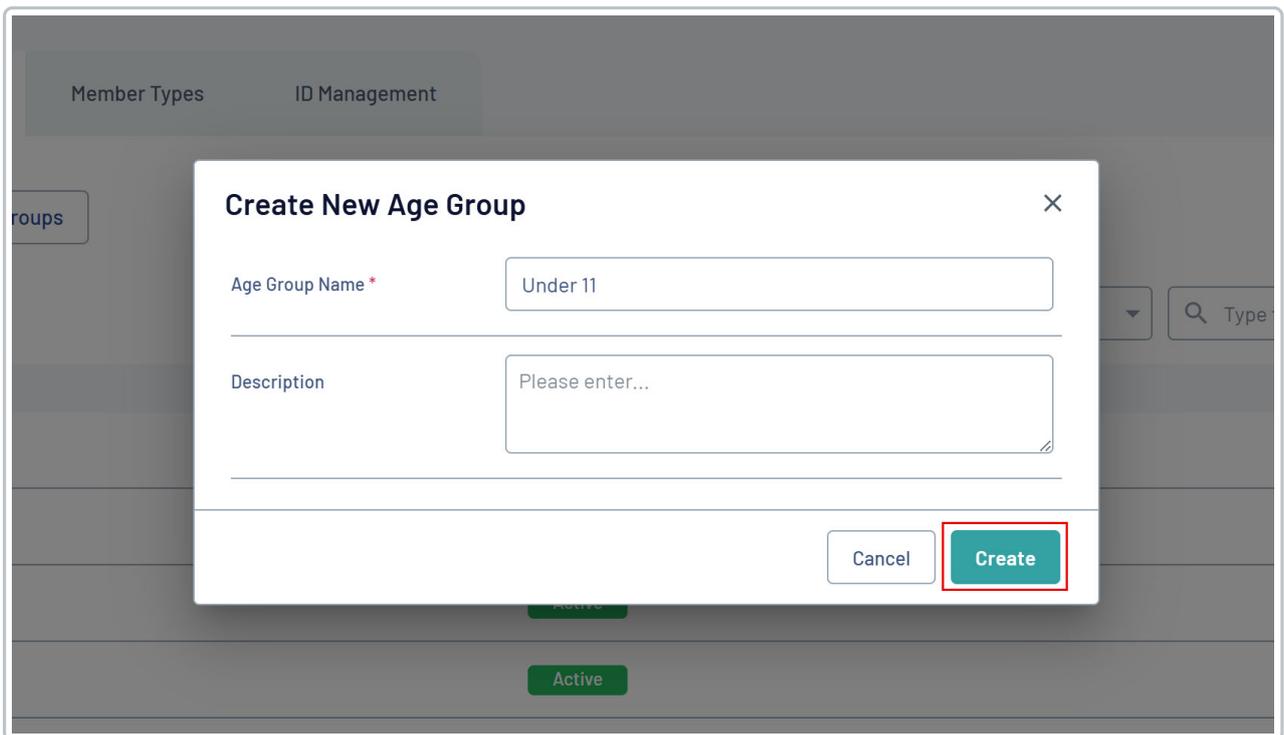
Season Name	Start Date	End Date	Organisation	Status	
2025	1 January 2025 (AEDT)	31 December 2025 (AEDT)	Silverwood Sports Association	Active	Edit
2026	1 January 2026 (AEDT)	31 December 2026 (AEDT)	Silverwood Sports Association	Active	Edit
2028	1 January 2028 (AEDT)	31 December 2028 (AEDT)	Silverwood Sports Association	Active	Edit
2027	1 January 2027 (AEDT)	31 December 2027 (AEDT)	Silverwood Sports Association	Active	Edit

Step 4: Create your Age Groups

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



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**



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

Settings

Seasons & Age Groups | Member Types | ID Management

Seasons | Age Groups

Create Season | Select Organisation | Active | Type to search

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	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 | Showing rows 1-4 of 4

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

← Back

2026
Active

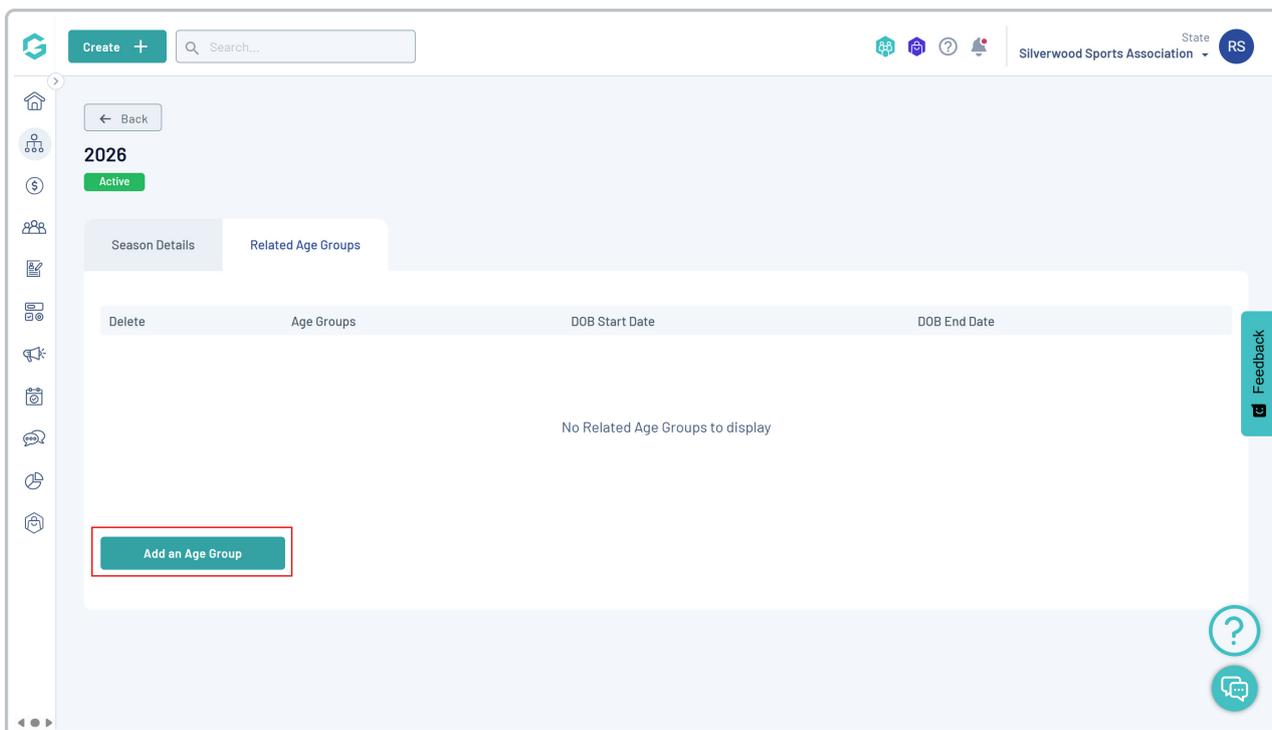
Season Details | **Related Age Groups**

Name * | 2026

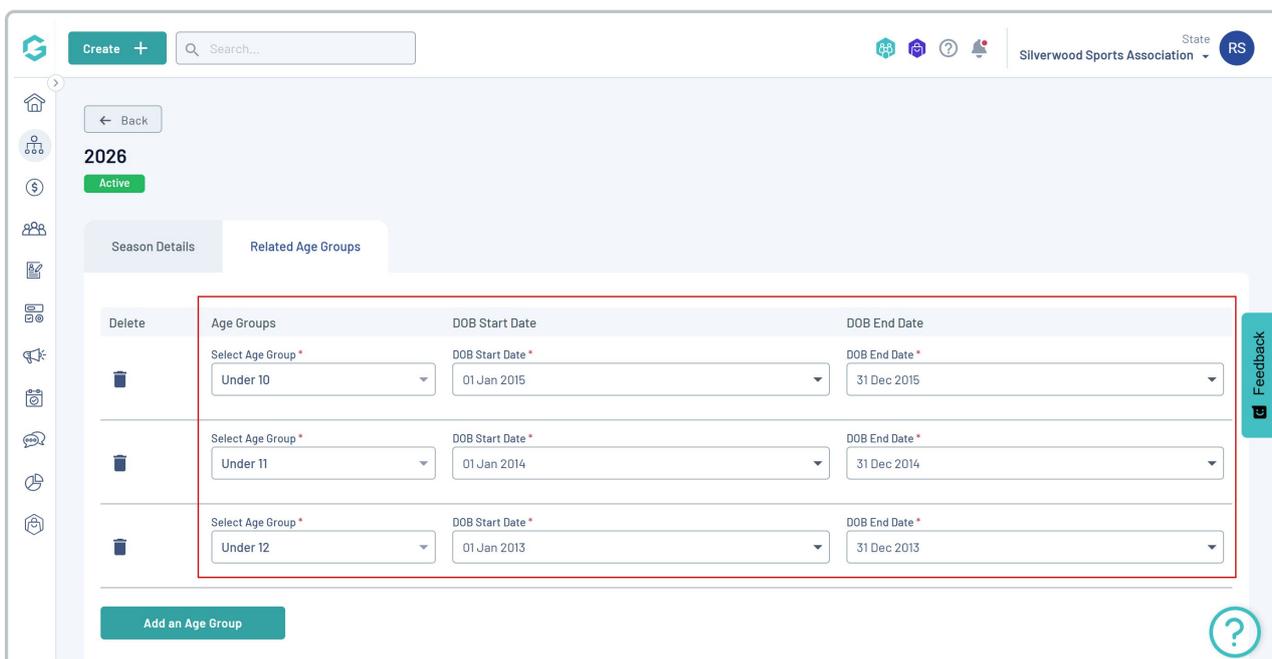
Season Start Date * | 1 January 2026 (AEDT)

Season End Date * | 31 December 2026 (AEDT)

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.



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.



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.

Delete	Age Groups	DOB Start Date	DOB End Date
	Select Age Group * Under 10	DOB Start Date * 01 Jan 2016	DOB End Date * 31 Dec 2016
	Select Age Group * Under 11	DOB Start Date * 01 Jan 2015	DOB End Date * 31 Dec 2015
	Select Age Group * Under 12	DOB Start Date * 01 Jan 2014	DOB End Date * 31 Dec 2014

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.